

WING TAI PROPERTIES LIMITED

永泰地產有限公司

(Incorporated in Bermuda with limited liability)

(於百慕達註冊成立之有限公司)

(Stock Code 股份代號: 369)

NOTIFICATION LETTER 通知信函

23 April 2024

Dear Registered Shareholders,

Wing Tai Properties Limited (the "Company")

— Notice of Availability of (a) Annual Report 2023; (b) Circular dated 23 April 2024 containing Notice of Annual General Meeting together with Proxy Form (collectively, the "Current Corporate Communications"); and (c) Environmental, Social and Governance Report 2023 (the "ESG Report 2023")

The English and Chinese versions of the Company's Current Corporate Communications and the ESG Report 2023 are now available on the Company's website at www.wingtaiproperties.com and the website of The Stock Exchange of Hong Kong Limited at www.hkexnews.hk respectively (the "Website Version"). The Company strongly recommends you to access the Website Version of the Current Corporate Communications, the ESG Report 2023, all future Corporate Communications¹ and Actionable Corporate Communications². If you have elected to receive the Corporate Communications in printed form, the Current Corporate Communications are enclosed.

If you for any reason have difficulty in receiving email notification or gaining access to the Website Version and would like to receive the Current Corporate Communications and/or future Corporate Communications in printed form, please complete, sign the enclosed reply form and return it to the Company c/o Tricor Standard Limited, the Company's branch share registrar and transfer office in Hong Kong (the "Branch Share Registrar") at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong by post using the provided prepaid mailing label (no stamp is needed if posted in Hong Kong) or by email to 369-ecom@hk.tricorglobal.com. The Company will upon your request promptly send the Current Corporate Communications to you in printed form free of charge.

It is the responsibility of registered shareholders to provide a functional email address. If you have not provided your email address to the Company or need to update your email address, the Company recommends you to provide your email address by completing, signing the enclosed reply form and returning it to the Company c/o the Branch Share Registrar at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong by post or by email to 369-ecom@hk.tricorglobal.com. If the Company does not have your functional email address, until such time that the functional email address is provided to the Branch Share Registrar, you will be unable to receive via email notices of availability of the Website Version of the Corporate Communications ("Notices of Availability") and the Actionable Corporate Communications in electronic form. As such, the Company would only be able to send you the Notices of Availability and the Actionable Corporate Communications in printed form.

If you wish to receive the ESG Report 2023 in printed form, please send your written request to the Company c/o the Branch Share Registrar by email to 369-ecom@hk.tricorglobal.com or by post at the above address.

Should you have any queries relating to this notification, please call the Branch Share Registrar's telephone hotline at (852) 2980 1333 during business hours from 9:00 a.m. to 6:00 p.m., Monday to Friday (excluding public holidays) or send an email to 369-ecom@hk.tricorglobal.com.

Yours faithfully,
For and on behalf of
Wing Tai Properties Limited
Chung Siu Wah, Henry
Company Secretary and Group Legal Counsel

Notes:

- Corporate Communications include any document(s) issued or to be issued by the Company for the information or action of holders of any of its securities or the investing public, including but not limited to (a) the directors' report, its annual accounts together with a copy of the auditors' report and, where applicable, its summary financial report; (b) the interim report and, where applicable, its summary interim report; (c) the quarterly report, if any; (d) a notice of meeting; (e) a listing document; (f) a circular; and (g) a proxy form.
- Actionable Corporate Communications refer to any corporate communications that seek instructions from the shareholders of the Company on how they wish to exercise their rights or make elections as the Company's shareholders.

各位登記股東：

永泰地產有限公司（「本公司」）

— (a) 2023年報、(b) 載有股東週年大會通告日期為2024年4月23日之函通連同代表委任表格（統稱「本次公司通訊」）；及(c) 2023環境、社會及管治報告之可供索閱通告

本公司的本次公司通訊及2023環境、社會及管治報告之中、英文版本現已分別上載於本公司網站(www.wingtaiproperties.com)及香港聯合交易所有限公司網站(www.hkexnews.hk)（「網站版本」）。本公司強烈建議閣下閱覽本次公司通訊、2023環境、社會及管治報告、所有日後公司通訊¹及可供採取行動的公司通訊²的網站版本。如閣下已選擇收取公司通訊的印刷本，隨函附上本次公司通訊。

如閣下因任何理由無法以電子郵件方式收取或閱覽網站版本，及欲索取本次公司通訊及／或日後公司通訊的印刷本，請填妥及簽署隨附之回條，並以已預付郵費的郵寄標籤經本公司之香港股份過戶及登記分處卓佳標準有限公司（「股份過戶分處」）寄回本公司，地址為香港夏愨道16號遠東金融中心17樓（如在香港投寄，則毋須貼上郵票），或電郵至369-ecom@hk.tricorglobal.com。本公司會因應閣下之要求立即郵寄本次公司通訊的印刷本，費用全免。

登記股東有責任提供有效的電子郵箱地址。如閣下尚未提供閣下之電子郵箱地址予本公司，或需更新閣下之電子郵箱地址，本公司建議閣下填妥及簽署隨附之回條，並以郵寄方式經股份過戶分處交回本公司，地址為香港夏愨道16號遠東金融中心17樓，或以電郵方式發送至369-ecom@hk.tricorglobal.com。如果本公司沒有收到閣下的有效電子郵箱地址，閣下將無法透過電子郵件以電子方式收取公司通訊網站版本的可供索閱通告（「可供索閱通告」）及可供採取行動的公司通訊。本公司只能向閣下寄發可供索閱通告及可供採取行動的公司通訊之印刷本予閣下，直至股份過戶分處收到閣下有效的電子郵箱地址為止。

閣下如欲收取2023環境、社會及管治報告的印刷本，請將閣下的書面要求透過電郵至369-ecom@hk.tricorglobal.com或透過上述地址經股份過戶分處寄回本公司。

倘閣下對本通知有任何查詢，請於辦公時間星期一至星期五上午9時至下午6時（公眾假期除外），致電股份過戶分處電話熱線(852) 2980 1333，或發送電子郵件至369-ecom@hk.tricorglobal.com。

代表
永泰地產有限公司
公司秘書兼集團法律顧問
鍾少華
謹啓

2024年4月23日

附註：

- 公司通訊包括本公司發佈或將予發佈以供其任何證券持有人或投資大眾參照或採取行動的任何文件，其中包括但不限於(a)董事會報告、公司年度帳目連同核數師報告以及(如適用)財務摘要報告；(b)中期報告及(如適用)中期摘要報告；(c)季度報告(如有)；(d)會議通告；(e)上市文件；(f)通函；及(g)代表委任表格。
- 可供採取行動的公司通訊是指任何涉及要求本公司股東指示其擬如何行使其有關本公司股東權利或作出選擇的公司通訊。

