



SANVO Fine Chemicals Group Limited
三和精化集團有限公司
(Incorporated in the Cayman Islands with limited liability)
(於開曼群島註冊成立之有限公司)
(Stock Code: 301)
(股份代號: 301)

NOTIFICATION LETTER 通知信函

30 April 2024

Dear Registered Shareholders,

**SANVO Fine Chemicals Group Limited (the “Company”)
– Notice of Publication of Annual Report 2023, Circular and Form of Proxy of 2023 Annual General Meeting (the “Current Corporate Communications”)**

The Current Corporate Communications of the Company have been published in English and Chinese languages and are available on the website of The Stock Exchange of Hong Kong Limited (“HKEX”) at www.hkexnews.hk and the Company’s website at www.sanvo.com. If you have any difficulty in receiving or gaining access to the Current Corporate Communications posted on the Company’s website for any reason, please send your request (specifying your name, address and request) by email at hkadmin@sanvo.com or by notice in writing to the Company’s Hong Kong share registrar (the “Share Registrar”), Computershare Hong Kong Investor Services Limited, at 17M Floor, Hopewell Centre, 183 Queen’s Road East, Wan Chai, Hong Kong. The Company will promptly upon receipt of your request send the Current Corporate Communications to you in printed form free of charge.

Arrangement of Electronic Dissemination of Corporate Communications

Pursuant to Rule 2.07A of the Rules Governing The Listing of Securities on The Stock Exchange of Hong Kong Limited (the “Listing Rules”) under the expansion of paperless listing regime and electronic dissemination of corporate communications that came into effect on 31 December 2023, the Company is writing to inform you that the Company has adopted electronic dissemination of corporate communications (the “Corporate Communications”), which mean any documents issued or to be issued by the Company for the information or action of holders of any of its securities, 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) a notice of meeting; (d) a listing document; (e) a circular and (f) a proxy form.

Please note that both the English and Chinese versions of all future Corporate Communications will be available electronically on the website of the Company at www.sanvo.com and the HKEXnews website at www.hkexnews.hk in place of printed copies.

Solicitation of electronic contact details

To ensure timely receipt of the Actionable Corporate Communications^(Note), the Company recommends you provide your email address by scanning your personalized QR code printed on the enclosed reply form (the “Reply Form”). Alternatively, you may sign and return the Reply Form to the Share Registrar, at 17M Floor, Hopewell Centre, 183 Queen’s Road East, Wan Chai, Hong Kong.

If the Company does not receive a functional email address in your reply, until such time that the functional email address is provided to the Share Registrar, the Company will send the Actionable Corporate Communications^(Note) in printed form in the future.

If you want to receive future Corporate Communications in printed form, please complete and return the Reply Form on the reverse side to the Share Registrar or send an email to hkadmin@sanvo.com specifying your name, address and request to receive the Corporate Communications in printed form. Please note that such instruction shall be valid for one year starting from the receipt date of your instruction and will expire thereafter. After expiry and if you wish to continue receiving future Corporate Communications in printed form, please provide your request to the Share Registrar with a reasonable notice.

Should you have any queries relating to this letter, please send an email to at the Company at hkadmin@sanvo.com.

Yours faithfully,
By order of the Board
SANVO Fine Chemicals Group Limited
Mr. Chen Bingqiang
Chairman, Chief Executive Officer and
Executive Director

Note: Actionable Corporate Communication is any corporate communication that seeks instructions from issuer’s securities holders on how they wish to exercise their rights or make an election as the issuer’s securities holder.

各位登記股東：

**三和精化集團有限公司（「本公司」）
– 2023年報、2023年股東週年大會通函及代表委任表格（「本次公司通訊文件」）之發佈通知**

本公司的本次公司通訊文件備有中、英文版本，並已上載於香港聯合交易所有限公司（「香港交易所」）網站（www.hkexnews.hk）及本公司網站（www.sanvo.com），歡迎瀏覽。閣下若因任何理由以致在收取或接收載於本公司網址上的本次公司通訊文件出現困難，閣下可將要求（註明閣下的姓名、地址及要求）以電郵方式發送到本公司之電郵地址 hkadmin@sanvo.com 或以書面方式郵寄致本公司的香港股份過戶登記處（「股份過戶處」）[香港中央證券登記有限公司/香港證券登記有限公司]，地址為香港灣仔皇后大道東183號合和中心17M樓。本公司將於接到閣下通知後，盡快向閣下免費發送有關本次公司通訊文件的印刷本。

以電子方式發佈公司通訊之安排

根據自2023年12月31日起生效的擴大無紙化上市機制及以電子方式發佈公司通訊規定下香港聯合交易所有限公司證券上市規則（「上市規則」）第2.07A條，本公司謹此通知閣下，本公司已採用以電子方式發佈公司通訊（「公司通訊」）之安排，該公司通訊是指本公司為向其任何證券持有人提供資訊或提醒其採取行動而發布或將要發布的任何文件，包括但不限於(a)董事報告、年度帳目以及審計報告副本以及（如適用）財務摘要報告；(b)中期報告及（如適用）其中期報告摘要；(c)會議通知；(d)上市文件；(e)通函和(f)委任表格。

請注意，所有日後公司通訊的英文版和中文版將在本公司網站 www.sanvo.com 和披露易網站 www.hkexnews.hk 上提供，以代替印刷本。

徵集電子聯絡資料

為確保及時收到可供採取行動的公司通訊^(附註)，本公司建議閣下透過掃描本函背頁之回條（「回條」）上列印的閣下專屬二維碼來提供閣下的電子郵件地址。或者，閣下也可以簽署回條並交回股份過戶處，地址為香港灣仔皇后大道東183號合和中心17M樓。

如果本公司沒有收到閣下的有效電子郵件地址，直至股份過戶處收到閣下有效的電子郵件地址前，本公司未來將以印刷本形式發送可供採取行動的公司通訊^(附註)。

若閣下希望收取未來公司通訊之印刷本，請填妥本函背頁之回條並交回股份過戶處，或發送電子郵件至 hkadmin@sanvo.com，並註明閣下的姓名、地址以及收取公司通訊印刷本的要求。請注意，收取未來公司通訊印刷本之指示由收悉閣下指示當日起計一年內有效，此後將過期。如閣下希望於指示過期後繼續收取未來公司通訊之印刷本，請於合理時間內向股份過戶處提出要求。

如閣下對本函件有任何疑問，請發送電子郵件至 hkadmin@sanvo.com 與公司聯絡。

承董事會命
三和精化集團有限公司
主席、行政總裁及執行董事
陳炳強先生
謹啟

2024年4月30日

附註：可供採取行動的公司通訊指任何涉及要求發行人的證券持有人指示其擬如何行使其有關證券持有人的權利或作出選擇的公司通訊。

