

# SHANGRI-LA GROUP

## Shangri-La Asia Limited

(Incorporated in Bermuda with limited liability)

website: [www.ir.shangri-la.com](http://www.ir.shangri-la.com)

(Stock code: 00069)

26 April 2024

To the non-registered shareholders

Dear Shareholder,

### Notification of publication of the following document(s)

- **2023 Annual Report**
- **2023 Sustainability Report (electronic version only)**

(“Publication”)

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We, Shangri-La Asia Limited (“**Company**”), hereby inform that the captioned Publication of the Company has been prepared in English and Chinese versions which is available/will be available on the Company’s website at [www.ir.shangri-la.com](http://www.ir.shangri-la.com) and on the website of The Stock Exchange of Hong Kong Limited at [www.hkexnews.hk](http://www.hkexnews.hk) (“**Website Version**”).

A notice of publication of the Website Version of Company’s future Corporate Communications will be sent to you by email or by post on or before the day of despatch of such Corporate Communications. In support of electronic communication by email, the Company recommends you to provide your functional email address to your bank, broker, custodian, nominee or HKSCC Nominees Limited through which your shares are held (collectively, “**Intermediaries**”). If the Company does not receive your functional email address or postal address from your Intermediaries via HKSCC Nominees Limited, no notice of publication of the Website Version of the Corporate Communications will be sent to you.

If you wish to receive a printed copy of the Publication, please complete the enclosed request form for non-registered shareholder(s) (“**Request Form**”) (with a pre-paid postage mailing label at the bottom of the Request Form) and return it to Company’s branch share registrar, Tricor Abacus Limited (“**Registrar**”) by post to 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong SAR, or by email to [shangrila-ecom@hk.tricorglobal.com](mailto:shangrila-ecom@hk.tricorglobal.com). The printed copy of the Publication will be sent to you free of charge upon receipt of your request.

**Please note that if you prefer to access the Publication via the Website Version or do not need a printed copy, you do NOT need to act on the Request Form.**

**You are encouraged to select the electronic means (via the Website Version) which is a more convenient and prompt method of communication with shareholders.**

Should you have any queries on the above matters, please call the Registrar’s hotline on (852) 2980 1333 from 9:00 am to 5:00 pm (Monday to Friday, excluding public holidays).

Yours faithfully,

For and on behalf of

**Shangri-La Asia Limited**

**SEOW Chow Loong Iain**

*Company Secretary*

*Note:*

1. Corporate Communication(s) refers to any document(s) issued or to be issued by the Company for information or action of holders of securities of the Company, including but not limited to: (a) annual report; (b) interim report; (c) sustainability report (electronic version only); (d) notice of meeting; (e) listing document; (f) circular; and (g) proxy form.

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## REQUEST FORM

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To: Tricor Abacus Limited  
17/F, Far East Finance Centre  
16 Harcourt Road  
Hong Kong SAR

Re: **Shangri-La Asia Limited (Stock code: 00069) (“Company”)**

### REMINDER

**As a non-registered shareholder, if you wish to receive the Corporate Communications\* pursuant to the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited, you should liaise with your bank(s), broker(s), custodian(s), nominee(s) or HKSCC Nominees Limited through which your shares are held (collectively, “Intermediaries”) and provide your functional email address or postal address to your Intermediaries.**

I/We would like to receive the Publication and all future corporate communications\* in the manner as indicated below:  
*(Please mark “✓” in ONLY ONE of the following boxes.)*

For corporate communications other than sustainability report

- in printed form in English only (by post); or
- in printed form in Chinese only (by post); or
- in printed forms in both English and Chinese (by post).

Signature : \_\_\_\_\_

Date: \_\_\_\_\_

Name of shareholder: \_\_\_\_\_

Contact telephone number: \_\_\_\_\_

*(in English block letters)*

Postal Address: \_\_\_\_\_

#### Notes:

- Please complete all the items. If no box, or more than one box, is marked “✓”, or any signature or other information is incorrectly completed, the Company reserves its right to treat this Form as void.
  - By returning this Form, the Company may deem the instructions herein to apply to all Company’s future corporate communications to you until you revoke such instruction.
  - For the avoidance of doubt, any special instructions written on this Form will not be accepted.
  - If you have any queries relating to the completion of this Form, please call the Registrar’s hotline on (852) 2980 1333 from 9:00 am to 5:00 pm (Monday to Friday, excluding public holidays).
- \* Corporate Communications include but not limited to: (a) annual report; (b) interim report; (c) sustainability report (electronic version only); (d) notice of meeting; (e) listing document; (f) circular; and (g) proxy form.

(Please cut along the dotted line)

✂

Please cut the mailing label and stick it on an envelope to return this Form to the Registrar.

**No postage stamp is necessary if posted in Hong Kong.**

閣下寄回此表格時，請將郵寄標籤剪貼於信封上。

如在本港投寄，毋須貼上郵票。

#### MAILING LABEL 郵寄標籤

**Tricor Abacus Limited**

卓佳雅柏勤有限公司

**Freepost Number 簡便回郵號碼：10 GPO**

**Hong Kong 香港**