



(A company controlled through weighted voting rights and incorporated in the Cayman Islands with limited liability)  
Stock code: 3690 (HKD counter) and 83690 (RMB counter)

Dear Shareholder(s),

### Election of Means of Receipt and Language of Corporate Communications

Pursuant to the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited (the “**Listing Rules**”), Meituan (the “**Company**”) is writing to seek your election regarding the means of receipt and the language of corporate communications (the “**Corporate Communications**”) of the Company to be dispatched in the future. Corporate Communications mean any documents to be issued by the Company for your information or action as defined in Rule 1.01 of the Listing Rules, including but not limited to (a) an annual report; (b) an interim report; (c) a notice of meeting; (d) a listing document; (e) a circular; and (f) a proxy form.

You may choose one of the options set out below:

- (1) to read all future Corporate Communications published on the Company’s website at about.meituan.com (“**Website Version**”) in place of receiving printed copies, and to receive a notification letter either by post or by email for the publication of Corporate Communications on the Company’s website and the HKEXnews’s website; or
- (2) to receive the printed English version of all future Corporate Communications only; or
- (3) to receive the printed Chinese version of all future Corporate Communications only; or
- (4) to receive both the printed English and Chinese versions of all future Corporate Communications.

In support of environmental protection and for the purpose of saving printing and mailing costs, the Company encourages you to elect the Website Version option.

To make your election, please mark “**X**” in the appropriate box in the enclosed reply form (with a pre-paid postage mailing label at the bottom of the reply form<sup>#</sup>), sign and return the same 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. If you select the Website Version, please provide your e-mail address and you will expressly receive the Notification by email.

**If the Company does not receive the enclosed reply form duly completed and signed by you or does not receive a response from you by May 28, 2024, you will be deemed to have agreed to receive the Website Version in place of receiving printed copies of all future Corporate Communications.**

You have the right at any time to change your elected means of receipt and choice of language by providing reasonable prior notice in writing to the Company c/o the Share Registrar or by sending an e-mail to meituan.ecom@computershare.com.hk. If you have difficulty in receiving or gaining access to the Website Version of the Corporate Communications, the Company will, upon your request in writing or by e-mail, promptly send the printed version(s) of the Corporate Communications to you free of charge.

Please note that (a) the printed versions of the Corporate Communications in both English and Chinese will be available from the Company and the Share Registrar upon request; and (b) the Website Version of the Corporate Communications in both English and Chinese will be available on the Company’s website at about.meituan.com and on the website of Hong Kong Exchanges and Clearing Limited at www.hkexnews.hk.

Should you have any queries relating to this letter, please call the service hotline at (852) 2862 8688 during business hours (9:00 a.m. to 6:00 p.m., Monday to Friday, excluding Hong Kong public holidays).

Yours faithfully,  
By order of the Board  
**Meituan**  
**Wang Xing**  
Chairman

Hong Kong, April 29, 2024

<sup>#</sup> If the mailing label is used for posting in Hong Kong, no postage stamp is required. Please affix appropriate postage stamp when posting outside Hong Kong.

