



廣州富力地產股份有限公司
GUANGZHOU R&F PROPERTIES CO., LTD.*

(於中華人民共和國註冊成立之股份有限公司)
(a joint stock limited company incorporated in the People's Republic of China with limited liability)
(Stock Code 股份代號: 2777)

30 April 2024

Dear Registered Holder,

Guangzhou R&F Properties Co., Ltd.* (the "Company")

Notice of publication of 2023 Annual Report, Circular and Proxy Form of AGM (the "Current Corporate Communication") and Arrangement of Electronic Dissemination of Corporate Communications (the "Corporate Communications")

The English and Chinese versions of the Company's Current Corporate Communication are available on the Company's website at www.rfchina.com and the HKEXnews's website at www.hkexnews.hk (the "HKEXnews's website") or the arranged printed version of Current Corporate Communication is enclosed (if applicable). You may access the Current Corporate Communication as appeared on the Company's website, by browsing through the HKEXnews's website or by referring to the attached printed version(s) (if applicable). If you have any difficulty in receiving or gaining access to the Current Corporate Communication posted on the Company's website for any reason or wish to receive the Current Corporate Communications in printed form, the Company will promptly upon your request send the printed version of the Current Corporate Communications to you free of charge; please write to the Company's Hong Kong share registrar, Computershare Hong Kong Investor Services Limited (the "Share Registrar") at 17M Floor, Hopewell Centre, 183 Queen's Road East, Wan Chai, Hong Kong or by email to guangzhou&f@computershare.com.hk.

Arrangement of Electronic Dissemination of Corporate Communications

Pursuant to Rule 2.07 of the Rules Governing The Listing of Securities on The Stock Exchange of Hong Kong Limited 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, 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 Company's website and the HKEXnews's website in place of printed copies.

Solicitation of electronic contact details

To ensure timely receipt of the latest Corporate Communications, 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. If the Company does not receive the duly completed and signed Reply Form or any response in writing indicating any objection from you, and until you inform the Share Registrar, you are deemed to have consented to read all future Corporate Communications published on the Company's website, and a notification of the publication of the Corporate Communications on the Company's website will be sent to you in the future.

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, you will (i) be unable to receive any notifications regarding the publication of Corporate Communications; (ii) need to proactively check the Company's website and the HKEXnews website to keep up with the publication of Corporate Communications; and (iii) the Company will send the Actionable Corporate Communications ^(Note 1) in printed form in the future.

If you want to receive the future Corporate Communications in printed form, please complete the enclosed Reply Form and send it to the Share Registrar or send an email to guangzhou&f@computershare.com.hk 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.

Should you have any queries in relation to this letter, please contact the Company's Share Registrar via email at guangzhou&f@computershare.com.hk.

For and on behalf of
Guangzhou R&F Properties Co., Ltd.

Note 1: 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.

* For identification purposes only

各位登記持有人：

廣州富力地產股份有限公司（「本公司」）

2023 年度報告、股東週年大會通函及代表委任表格（「本次公司通訊文件」）之發佈通知及以電子方式發佈公司通訊（「公司通訊」）之安排

本公司本次公司通訊的中、英文版本已上載於本公司的網站 www.rfchina.com 和披露易網站 www.hkexnews.hk（「披露易網站」）或按安排附上本次公司通訊之印刷本（如適用）。閣下可在本公司的網站閱覽本次公司通訊、在披露易網站瀏覽有關文件或參考隨附之印刷本（如適用）。如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，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；閣下可以書面方式通知香港中央證券登記有限公司（「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，或電郵至 guangzhou&f@computershare.com.hk。

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制度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第 2.07 條，本公司謹此通知閣下，公司已採用以電子方式發佈公司通訊之安排，該公司通訊是指公司向任何證券持有人提供資訊或提醒其採取行動而發佈或將要發佈的任何文件，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) 中期報告及其中期報告摘要（如適用）；(c) 會議通知；(d) 上市文件；(e) 通函和 (f) 委任表格。

請注意，所有未來公司通訊的英文版和中文版將在本公司網站和披露易網站上提供，以代替印刷本。

徵集電子聯絡資料

為確保及時收到最新的公司通訊，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。倘若本公司未收到閣下已填妥並簽署之回條或表示反對之任何書面回覆，並且在閣下通知股份過戶處之前，閣下將被視為已同意收取所有日後公司通訊之網上版本，而公司日後將向閣下發送已在公司網站登載的公司通訊之通知。

如果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，閣下將(i)無法收到任何有關發佈公司通訊的通知；(ii)需要主動查看公司網站和披露易網站以留意公司通訊的發佈；及(iii)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^(附註一)。

若閣下希望收取日後公司通訊之印刷本，請填妥回條或發送電子郵件至 guangzhou&f@computershare.com.hk，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，收取日後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。

如閣下對本函內容有任何疑問，請發送電郵至本公司之股份過戶登記處 guangzhou&f@computershare.com.hk 查詢。

廣州富力地產股份有限公司
謹啟

二零二四年四月三十日

附註一：可供採取行動的公司通訊是指任何涉及要求發行人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。

* 僅供識別

