



銀城生活服務有限公司

YINCHENG LIFE SERVICE CO., LTD.

(Incorporated in the Cayman Islands with limited liability)
(於開曼群島註冊成立之有限公司)
Stock Code 股票代號: 1922

NOTIFICATION LETTER 通知信函

30 April 2024

Dear Shareholder^(Note 1),

Yincheng Life Service CO., Ltd. (the "Company")

– Notice of Publication of Annual Report 2023 (the "Current Corporate Communications") and Environmental, Social And Governance Report 2023 (the "ESG Report 2023")

The Company's Current Corporate Communications are available on the Company's website at www.yinchenglife.hk and the website of The Stock Exchange of Hong Kong Limited ("HKEX") at www.hkexnews.hk, or the arranged printed form(s) of Current Corporate Communications is enclosed (if applicable). You may access to the Current Corporate Communications at the home page of the Company or browse through the HKEX's website (the "Website Version").

If you, for any reason, have difficulty in viewing the Current Corporate Communications or gaining access to the Company's website, upon your reasonable request in writing to the Company or the Company's branch share registrar in Hong Kong, Boardroom Share Registrars (HK) Limited (the "Hong Kong Branch Share Registrar"), at 2103B, 21/F, 148 Electric Road, North Point, Hong Kong by post or by email at ir@yincheng.hk, the printed version of the Current Corporate Communications will promptly be sent to you free of charge. Even if you have chosen the Website Version, you would still have the right to change your choice of means of receipt and/or language of Corporate Communications^(Note 2) at any time by reasonable notice in writing to the Company or the Hong Kong Branch Share Registrar by post or by email at ir@yincheng.hk. The Request Form may also be downloaded from the Company's website at www.yinchenglife.hk or the HKEX's website at www.hkexnews.hk.

The ESG Report 2023 is published in electronic form only on the Company's website and the HKEX's website. You may access the Report at the home page of the Company or browse through the HKEX's website.

Arrangement of Electronic Dissemination of Corporate Communications

Pursuant to Rule 2.07 of the Rules Governing The Listing of Securities of 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 has adopted electronic dissemination of future Corporate Communications. 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 HKEX's website, in place of printed copies. The Company will cease sending a notice of publication of the Website Version of the Corporate Communications to you. You are encouraged to proactively monitor the availability and access all future Corporate Communications on the websites and access the Website Version of Corporate Communications by yourself.

In order to provide your electronic contact details for future communication, please fill in your details on the Request Form, sign and return it by post to the Company c/o the Hong Kong Branch Share Registrar or by email to ir@yincheng.hk. It is the responsibility of you to provide an email address that is functional. If the Company does not possess the email address of you or the email address provided is not functional, the Company will send the Actionable Corporate Communications^(Note 3) in printed form in the future.

Should you have any queries relating to any of the above matters, please send an email to ir@yincheng.hk.

By order of the Board
Yincheng International Holding Co., Ltd.
XIE Chenguang
Chairman

Note 1: This letter is being sent to the registered shareholders of the Company, whose names appear on the register of members of the Company. If you have sold or transferred your shares in the Company, please disregard this letter and the Request Form on its reverse side.

Note 2: Corporate Communications include but are not limited to (a) the directors' report, the annual financial statements together with a copy of the independent auditors' report of the Company and, where applicable, its summary financial report; (b) the interim, quarterly report and, where applicable, summary interim report; (c) a notice of meeting; (d) a listing document; (e) a circular; (f) a reply slip and (g) a proxy form.

Note 3: Actionable Corporate Communications are any corporate communications which seek instructions from you on how you wish to exercise your rights or make an election as a shareholder of the Company.

各位股東^(附註 1)：

銀城生活服務有限公司 (「本公司」)

– 2023 年度報告 (「本次公司通訊文件」) 以及 2023 年環境、社會及管治報告之發佈通知

本公司的本次公司通訊文件已上載於本公司網站 (www.bawang.com.cn) 及香港聯合交易所有限公司 (「香港交易所」) 網站 (www.hkexnews.hk)，歡迎瀏覽。或按安排附上本次公司通訊文件之印刷本 (如適用)。請在本公司網站在香港交易所網站瀏覽有關文件 (「網站版本」)。

如閣下因任何理由於瀏覽本次公司通訊或進入本公司網站時出現困難，閣下可透過郵寄或以電郵方式 (電郵地址為 ir@yincheng.hk)，向本公司或本公司於香港之股份過戶登記分處寶德隆證券登記有限公司 (「香港股份過戶登記分處」)，地址為香港北角電氣道 148 號 21 樓 2103B 室，發出合理書面要求，即獲免費發送本次公司通訊之印刷本。即使已揀選網上版本，閣下仍有權隨時透過郵寄或電郵形式 (電郵地址為 ir@yincheng.hk)，向本公司或香港股份過戶登記分處發出合理書面通知，要求更改收取公司通訊^(附註 2)之收取方式及/或語言版本之選擇。

本公司 2023 年環境、社會及管治報告僅以電子形式上載於本公司網站及香港交易所網站。請在本公司網站在香港交易所網站瀏覽有關報告。

以電子方式發佈公司通訊之安排

根據自二零二三年十二月三十一日起生效的擴大無紙化制度及以電子方式發布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，本公司已採用以電子方式發布未來公司通訊。所有未來公司通訊的英文版和中文版將在本公司網站和香港交易所網站上提供，以代替印刷本。本公司未來將停止向股東發送公司通訊網站版本的登載通知。本公司鼓勵閣下主動留意網站上所有日後的企業通訊的登載情況，並自行瀏覽企業通訊的網站版本。

閣下請填妥附件的申請表格以提供其電子聯絡資料供日後通訊之用，並簽署後寄回本公司經香港股份過戶登記分處或透過電郵遞交該表格，電郵地址為：ir@yincheng.hk。閣下有責任提供有效的電郵地址。若本公司沒有獲取閣下的電郵地址或所提供的電郵地址無效，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 3)。

如閣下對本函內容有任何疑問，請電郵至 ir@yincheng.hk。

承董事會命
銀城生活服務有限公司
主席
謝晨光

二零二四年四月三十日

附註 1：本函件收件對象為本公司登記股東。該等人士的姓名載列於本公司股東名冊上。如果閣下已出售或轉讓所持有的本公司股份，則無需要理會本函件及其背面的申請表格。

附註 2：公司通訊文件包括但不限於：(a) 董事會報告、本公司年度財務報表連同獨立核數師報告及如適用的財務摘要報告；(b) 中期、季度報告及如適用的中期摘要報告；(c) 會議通告；(d) 上市文件；(e) 通函；(f) 回執；及(g) 委任代表表格。

附註 3：可供採取行動的公司通訊指本公司尋求閣下指示後就作為本公司股東如何行使其權利或選擇而發出之任何公司通訊。

Request Form 申請表格

To: **Yincheng International Holding Co., Ltd. (the "Company")**
c/o Boardroom Share Registrars (HK) Limited
2103B, 21/F, 148 Electric Road, North Point, Hong Kong

致: **銀城生活服務有限公司 (「本公司」)**
經 寶德隆證券登記有限公司
香港北角電氣道 148 號 21 樓 2103B 室

Part A: I/We would like to receive the Current Corporate Communication and all future Corporate Communications in printed form in the manner indicated below:

甲部: 本人/吾等欲以以下列方式收取本次公司通訊及日後所有公司通訊之印刷本:

Please mark ("X") in ONLY ONE of the following boxes 請於以下其中一項的空格內加上「X」號

- to receive the **printed English version ONLY**; OR
僅收取英文印刷本; 或
- to receive the **printed Chinese version ONLY**; OR
僅收取中文印刷本; 或
- to receive both printed **English and Chinese versions**.
同時收取英文及中文印刷本。

Part B: I/We would like to receive the Actionable Corporate Communications in electronic form to my/our email address below:

乙部: 本人/吾等欲以如下之電郵地址收取可供採取行動的公司通訊的電子版本:

Please provide the email address in English Block Letters and the email address will solely be used for receiving the Actionable Corporate Communications. 請以英文正楷填寫電郵地址, 有關電郵地址僅用作收取可供採取行動的公司通訊。

Name(s) of Shareholder(s) #

股東姓名 #

Contact telephone number

聯絡電話號碼

(Please use ENGLISH BLOCK LETTERS 請用英文正楷填寫)

Address #

地址 #

(Please use ENGLISH BLOCK LETTERS 請用英文正楷填寫)

Signature

簽名

Date

日期

You are required to fill in the details if you download this request form from the Company's website.

假如閣下從公司網站下載本申請表格, 請必須填上有關資料。

Note 附註:

- Please complete all your details clearly. 請閣下清楚填寫所有資料。
- If your shares are held in joint names, the shareholder whose name stands first on the register of members of the Company in respect of the joint holding should sign on this Request Form in order to be valid. 如屬聯名登記股東, 則本申請表格須由該名於本公司股東名冊上就聯名持有股份其姓名位列首位的股東簽署, 方為有效。
- Any form without indication, with no signature or otherwise incorrectly completed will be void. 如在本表格未有作出選擇、未有簽署、或在其他方面填寫不正確, 則本表格將會作廢。
- The request for printed copy shall be valid only for one year from the date of request unless being revoked or superseded (whichever is earlier). Further request in writing will be required if you prefer to continue receiving printed copy of future Corporate Communications and Actionable Corporate Communications (if applicable). 索取公司通訊印刷本的請求自閣下發出請求之日起計一年內有效, 除非被撤銷或取代(以較早者為準)。如果閣下希望繼續收到日後的公司通訊和可供採取行動的公司通訊(如適用)的印刷本, 則需要進一步提出書面請求。
- For the avoidance of doubt, we do not accept any special instructions written on this Request Form. 為免存疑, 任何在本申請表格上的額外手寫指示, 本公司將不予處理。
- Please note that printed versions of all the Company's Corporate Communications which we have sent to our registered shareholders in the past 12 months are available from the Company on request. They are also available on the Company's website (www.bawang.com.cn) for five years from the date of first publication. 公司備有於過去 12 個月曾寄發予登記股東的公司通訊文件印刷本。該等通訊文件亦由首次登載日期起計, 持續 5 年載於公司網站(www.bawang.com.cn)上。
- 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 and 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. 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, 公司年度賬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; (g)代表委任表格。
- Actionable Corporate Communications refer to any corporate communications that seek instructions from the Shareholders on how they wish to exercise their rights or make elections as Shareholders. 可供採取行動的公司通訊是指任何涉及要求股東指示其擬如何行使其有關股東權利的公司通訊。

PERSONAL INFORMATION COLLECTION STATEMENT 收集個人資料聲明

- "Personal Data" in these statements has the same meaning as "personal data" in the Personal Data (Privacy) Ordinance, Chapter 486 of the Laws of Hong Kong ("PDPO"). 本聲明中所指的「個人資料」具有香港法例第 486 章《個人資料(私隱)條例》(「私隱條例」)中「個人資料」的涵義。
- Your Personal Data provided in this Request Form will be used in connection with, including but not limited to, the Company's electronic dissemination of Corporate Communications and Actionable Corporate Communications and to liaise with you on other matters relating to your holdings in the Company. Your supply of Personal Data to the Company is on a voluntary basis. Failure to provide sufficient information may result in the Company being unable to process your instructions and/or requests as stated in this Request Form. 閣下於申請表格所提供的個人資料將用於(包括但不限於)有關公司以電子方式發布公司通訊和可供採取行動的公司通訊及就閣下持有的公司證券有關的其他事宜上與閣下聯絡。閣下向公司所提供個人資料屬自願性質。若閣下未能提供足夠資料可能導致公司無法處理閣下在本申請表格上所述的指示及/或要求。
- Your Personal Data may be disclosed or transferred by the Company to its subsidiaries, its share registrar, and/or other companies or bodies for any of the stated purposes, and retained for such period as may be necessary for our verification and record purposes. 本公司可就任何所說明的用途, 將閣下的個人資料披露或轉移給本公司的附屬公司、股份過戶登記處、及/或其他公司或團體, 並將在適當期間保留該等個人資料作核實及紀錄用途。
- You have the right to request access to and/or correction of your Personal Data in accordance with the provisions of the PDPO. Any such request for access to and/or correction of your Personal Data should be in writing to the Personal Data Privacy Officer of Boardroom Share Registrars (HK) Limited at 2103B, 21/F, 148 Electric Road, North Point, Hong Kong. 閣下有權根據《私隱條例》的條文查閱及/或修改閣下的個人資料。任何該等查閱及/或修改個人資料的要求均須以書面方式向寶德隆證券登記有限公司(地址為香港北角電氣道 148 號 21 樓 2103B 室)的個人資料私隱主任提出。

閣下寄回此申請表格時, 請將郵寄標籤剪貼於信封上。

如在本港投寄毋須貼上郵票。

Please cut the mailing label and stick this on the envelope to return this Request Form to us.

No postage stamp necessary if posted in Hong Kong.

郵寄標籤 MAILING LABEL

寶德隆證券登記有限公司
Boardroom Share Registrars (HK) Limited
簡便回郵號碼 Freepost No. 37 WCH
香港 Hong Kong