



AUTOMATED SYSTEMS HOLDINGS LIMITED

自動系統集團有限公司*

(Incorporated in Bermuda with limited liability)

(於百慕達註冊成立之有限公司)

(Stock Code: 771)

(股份代號：771)

NOTIFICATION LETTER 通知信函

2nd May 2024

Dear Non-registered Shareholder(s)^(Note 1),

Automated Systems Holdings Limited (the "Company")

- Notice of publication of the Annual Report 2023 and Circular (the "Current Corporate Communications")

The English and Chinese versions of the Current Corporate Communications are available on the website of the Company at www.asl.com.hk (click "Investor Relations", then "Financial Reports" and "Annual Reports", or click "Investor Relations", then "Announcements & Circulars") and the website of The Stock Exchange of Hong Kong Limited (the "Stock Exchange") at www.hkexnews.hk. You may access the Current Corporate Communications through the above websites.

If you wish to receive printed version(s) of the Corporate Communications of the Company^(Note 2), please complete the Request Form on the reverse side of this letter and return it to the Company c/o Tricor Tengis Limited, the branch share registrar and the transfer office of the Company in Hong Kong (the "Share Registrar"), at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong by post using the mailing label at the bottom of the Request Form (applicable for posting within Hong Kong only) or by email to 771-ecom@hk.tricorglobal.com.

Please note that by completing and returning the Request Form to request for the printed version(s) of the Current Corporate Communications, you will expressly indicate that your instruction to receive printed version(s) will apply to all future Corporate Communications of the Company to be sent to you until you notify the Share Registrar to the contrary or you cease to hold any shares of the Company.

Should you have any queries relating to the above matters, please call the dial-up hotline of the Share Registrar at +852 2980 1333 during business hours (9:00 a.m. to 5:00 p.m., Monday to Friday, excluding Hong Kong public holidays).

Yours faithfully,
For and on behalf of
Automated Systems Holdings Limited
Ngan Wai Hing Lau Nga Ting
Joint Company Secretary

Notes: (1) This notification letter is addressed to "Non-registered Shareholder(s) of the Company", which means such person or company whose shares are held in The Central Clearing and Settlement System (CCASS) and who has notified the Company from time to time through the Stock Exchange to receive Corporate Communications. If you have sold or transferred your shares in the Company, please disregard this letter and the Request Form on the reverse side.

(2) "Corporate Communication(s)" mean any document issued or to be issued by the Company for the information or action of holders of any of its securities or the investing public as defined in Rule 1.01 of the Rules Governing the Listing of Securities on the Stock Exchange, 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.

* For identification purpose only

致各非登記股東^(附註1)：

自動系統集團有限公司*(「本公司」)

- 2023年報及通函(「本次公司通訊」)之發佈通知

本次公司通訊之中、英文版本已上載於本公司網站www.asl.com.hk(按「投資者關係」一項,再按「財務報告」及「年報」或按「投資者關係」一項,再按「公告及通函」)及香港聯合交易所有限公司(「聯交所」)網站www.hkexnews.hk。閣下可透過上述網站瀏覽本次公司通訊。

閣下如欲收取本公司之公司通訊^(附註2)印刷本,請填妥在本函背面之申請表格,並使用申請表格底部之郵寄標籤(僅適用於香港投寄)透過卓佳登捷時有限公司(為本公司於香港之股份過戶登記分處)(「股份過戶登記處」)寄回至本公司,地址為香港夏慤道16號遠東金融中心17樓或電郵至771-ecom@hk.tricorglobal.com。

請注意,當閣下填寫及寄回申請表格以索取本次公司通訊之印刷本後,即表示確認閣下收取印刷本之指示將適用於本公司所有日後公司通訊,直至閣下通知股份過戶登記處另外之安排或停止持有本公司的股份。

如閣下有任何與上述事宜有關的疑問,請於辦公時間內(星期一至星期五上午九時正至下午五時正,香港公眾假期除外)致電股份過戶登記處電話熱線+852 2980 1333查詢。

代表
自動系統集團有限公司
聯席公司秘書
顏偉興 劉雅婷
謹啟

二零二四年五月二日

附註：(1) 此函件乃向本公司之「非登記之股東」(指股份存放於中央結算及交收系統的人士或公司,並透過香港中央結算有限公司不時向本公司發出通知,希望收取公司通訊)發出。倘閣下已出售或轉讓所持有之本公司股份,則無需理會本函件及背頁之申請表格。

(2) 「公司通訊」指本公司發出或將予發出以供本公司任何證券的持有人或投資大眾參照或採取行動的任何文件(定義見聯交所證券上市規則第1.01條),其中包括但不限於:(a)董事會報告、本公司之年度帳目連同核數師報告及以(如適用)財務摘要報告;(b)中期報告及(如適用)其中期摘要報告;(c)會議通告;(d)上市文件;(e)通函;及(f)代表委任表格。

* 僅供識別

Name and Address of Non-registered Shareholder(s)
非登記股東姓名及地址

REQUEST FORM 申請表格

To: **Automated Systems Holdings Limited (the "Company")**
(Stock Code: 771)
c/o Tricor Tengis Limited
17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong

致: 自動系統集團有限公司* (「本公司」或「貴公司」)
(股份代號: 771)
經卓佳登捷時有限公司
香港夏愨道16號遠東金融中心17樓

I/We would like to receive the current and future Corporate Communications in printed cop(ies) of the Company.
本人/吾等欲收取 貴公司本次及所有日後公司通訊之印刷本。

Signature:

簽名: _____

Contact telephone number:

聯絡電話號碼: _____

Date:

日期: _____

Notes 附註:

- Please complete all your details clearly. Any Request Form that has not been completed clearly or otherwise incorrectly completed will be void at the discretion of the Company.
請 閣下清楚填妥所有資料。本公司將有酌情權決定任何未有清楚填妥或填寫不正確之申請表格無效。
- By completing and returning this Request Form to request for the printed copies of the Current Corporate Communications, you have expressly indicated that you prefer to receive all future Corporate Communications of the Company in printed copies.
當 閣下填寫及寄回此申請表格以索取本次公司通訊印刷本後，即表示 閣下確認擬收取本公司所有日後公司通訊的印刷本。
- For the avoidance of doubt, the Company does not accept any special instructions written on this Request Form.
為免存疑，本公司概不接受於本申請表格上書寫之任何額外指示。

PERSONAL INFORMATION COLLECTION STATEMENT 收集個人資料聲明

- "Personal Data" in this statement has the same meaning as "personal data" defined in the Personal Data (Privacy) Ordinance, Chapter 486 of the Laws of Hong Kong (the "PDPO"), which may include but not limited to your name, contact telephone number and mailing address.
本聲明中之「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」，當中可能包括但不限於 閣下之姓名、聯絡電話號碼及郵寄地址。
- Your supply of Personal Data is on a voluntary basis for the purpose of receiving the current and future Corporate Communications in the manner chosen. Your Personal Data will be retained for such period as may be necessary for our verification and record purposes.
閣下向本公司提供個人資料屬自願性質，以便按 閣下選擇之方式收取本次及日後之公司通訊。本公司將在有需要之期間，保存 閣下之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 addressed to the Personal Data Privacy Officer of Tricor Tengis Limited at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong or by email to is-enquiries@hk.tricorglobal.com.
閣下有權根據《私隱條例》中的條款，查閱及/或修改 閣下之個人資料。任何相關查閱及/或修改 閣下之個人資料之要求均須以書面方式郵寄至香港夏愨道16號遠東金融中心17樓或電郵至is-enquiries@hk.tricorglobal.com向卓佳登捷時有限公司的個人資料私隱主任提出。

MAILING LABEL 郵寄標籤

Please cut the mailing label and stick it
on an envelope to return this Request Form to us.
閣下寄回此申請表格時，請將郵寄標籤剪貼於信封上。

No postage stamp is required if posted in Hong Kong.
如在本港投寄，毋須貼上郵票。

Tricor Tengis Limited
卓佳登捷時有限公司
Freepost No. 簡便回郵號碼: 10 GPO
Hong Kong 香港
Automated Systems Holdings Limited (771)
自動系統集團有限公司* (771)

* For identification purpose only
僅供識別