



Sino-Ocean Group Holding Limited  
遠洋集團控股有限公司

(Incorporated in Hong Kong with limited liability under the Hong Kong Companies Ordinance)  
(根據香港公司條例在香港註冊成立的有限公司)  
(Stock Code 股份代號: 03377)

24 April 2025

Dear New Registered Shareholder,

### Future Electronic Dissemination of Corporate Communications

In support of environmental protection, Sino-Ocean Group Holding Limited (the “Company”) continues to promote electronic dissemination of Corporate Communications\* and offers you the following options to receive future Corporate Communications:

- (a) to read all future Corporate Communications on the websites of the Company at [www.sinooceangroup.com](http://www.sinooceangroup.com) (the “Company’s website”) and The Stock Exchange of Hong Kong Limited at [www.hkexnews.hk](http://www.hkexnews.hk) (the “SEHK’s website”) (collectively, the “Website Version”) instead of receiving printed copies and to receive a notification of publication of the relevant Website Version by email on the publication day; or
- (b) to receive printed copies of all future Corporate Communications, in English and/or Chinese version(s) (the “Printed Version”).

The Company recommends you to select reading the Website Version and provide us with your valid email address by scanning your personalised QR Code printed on the enclosed reply form (the “Reply Form”) or by completing the Reply Form and returning it to the Company’s 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 If you opt to receive the Printed Version, your request will be valid until the instruction has been revoked, superseded, or expired, or for one year from the date of receiving your instruction (whichever is earlier).

**If the Company does not receive the duly completed Reply Form or any response from you by 24 May 2025 you are deemed to have consented to read the Website Version only. A notification letter of publication of the relevant Website Version on the publication day will be sent by post to shareholders (i) who are deemed to have consented to read the Website Version; or (ii) who have opted to read the Website Version but have not provided a valid email address.**

You have the right at any time to change your choice of language and/or means of receipt of Corporate Communications by giving not less than seven days’ notice in writing to the Share Registrar.

The Reply Form should be sent to Computershare Hong Kong Investor Services Limited either by post at the address below using the postage-prepaid mailing label provided or by email at the email address below.

**Share Registrar’s contact details:**

Postal address : 17M Floor, Hopewell Centre, 183 Queen’s Road East, Wanchai, Hong Kong  
Email address : [sinooceangroup.ecom@computershare.com.hk](mailto:sinooceangroup.ecom@computershare.com.hk)  
Telephone : (852) 2862 8688 (during business hours (9:00 a.m. to 6:00 p.m.),  
Monday to Friday, excluding Hong Kong public holidays)

Should you have any queries in relation to this letter, please call the enquiry hotline of the Share Registrar at (852) 2862 8688 between 9:00 a.m. and 6:00 p.m. from Monday to Friday, excluding Hong Kong public holidays or send your query by email to [sinooceangroup.ecom@computershare.com.hk](mailto:sinooceangroup.ecom@computershare.com.hk).

Yours faithfully,  
By order of the Board  
**Sino-Ocean Group Holding Limited**  
**SUM Pui Ying**  
Company Secretary

\* Corporate Communications mean any document(s) 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 auditor’s 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 and for the purposes stated above, exclude actionable corporate communications which mean all corporate communications that seek instructions from the issuer’s securities holders on how they wish to exercise their rights or make an election as the issuer’s securities holders. The Company will send actionable corporate communications to shareholders individually instead of just making them available on the Company’s website and the SEHK’s website.



## REPLY FORM 回條

To: Sino-Ocean Group Holding Limited (the "Company") (Stock Code: 03377) 致: 遠洋集團控股有限公司 (「本公司」) (股份代號: 03377)  
c/o Computershare Hong Kong Investor Services Limited 經 香港中央證券登記有限公司  
17M Floor, Hopewell Centre, 香港灣仔皇后大道東 183 號  
183 Queen's Road East, Wan Chai, Hong Kong 合和中心 17M 樓

(Please choose ONLY ONE of the following options) (請僅從下列選項中選擇其中一項)

<b>Option 1:</b> 選項 1:	<b>Provide email address by scanning the personalized QR code for receipt of future Corporate Communications* of the Company via electronic dissemination</b> 掃描專屬二維碼提供電子郵件地址, 以接收本公司通過電子方式發佈的日後公司通訊*  Returning this Reply Form is NOT required if choosing Option 1. 如選擇選項 1, 則無須交回本回條。	<b>Personalized QR Code</b> 專屬二維碼
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<b>Option 2:</b> 選項 2:	<b>Provide email address in writing for receipt of future Corporate Communications* of the Company via electronic dissemination</b> 書面提供電子郵件地址, 以接收本公司通過電子方式發佈的日後公司通訊*	
	Name of Securities Holder(s) 證券持有人姓名:	Name of the Listed Company 上市公司名稱: <u>Sino-Ocean Group Holding Limited 遠洋集團控股有限公司</u>
Email address <sup>(Note 5)</sup> 電郵地址 <sup>(附註 5)</sup>		

<b>Option 3:</b> 選項 3:	<b>Request for receipt of future Corporate Communications* of the Company in printed copies and noted that this instruction is only valid for one year starting from the Company's receipt date of instruction.</b> (Note 7) (Please mark "✓" in one of the boxes below, if applicable) 要求收取本公司日後公司通訊*印刷本, 並已知悉本指示由本公司收取指示日期起計一年內有效。(附註 7) (如適用, 請在以下一個方格內劃上「✓」號)		
<input type="checkbox"/>	Printed English version 英文印刷本	<input type="checkbox"/>	Printed Chinese version 中文印刷本
<input type="checkbox"/>		<input type="checkbox"/>	Printed English and Chinese versions 英文及中文印刷本

Signature: (Note 1)

簽名: (附註 1)

Contact number:

聯絡電話號碼:

Date:

日期:

Notes 附註:

- Please complete all your details clearly. If your shares are held in joint names, all of the joint shareholders should jointly sign this Reply Form in order to be valid. 請閣下清楚填妥所有資料。如屬聯名股東, 則本回條須由所有聯名股東聯合簽署, 方為有效。
- If the Company does not receive this Reply Form by 24 May 2025, all future Corporate Communications will be sent out in the manner specified in the Company's letter dated 24 April 2025. 倘若本公司 2025 年 5 月 24 日仍未收到閣下的回條, 本公司將按 2025 年 4 月 24 日之本公司函件內所述之方式把所有日後公司通訊發送予閣下。
- Any Reply Form with no indicated choice, with no signature or otherwise incorrectly completed will be void. 如在任何回條上未有作出選擇, 或未有簽署, 或在其他方面填寫不正確, 則本回條將會作廢。
- By selecting to read all future Corporate Communications published on the websites of the Company and The Stock Exchange of Hong Kong Limited in place of receiving printed copies, you have expressly consented to waive the right to receive Corporate Communications in printed form. 在選擇瀏覽在本公司網站及香港聯合交易所有限公司網站刊發之所有日後公司通訊以代替印刷本後, 閣下已明示同意放棄收取公司通訊印刷本的權利。
- If the email address provided in your reply is non-functional, you may be unable to receive notifications regarding the publication of Corporate Communications. 如閣下提供之電子郵件地址無效, 閣下或無法收到有關發佈公司通訊的通知。
- If you provide more than one email address by QR code, email, reply form and/or other means, only the last email address received will be registered. 如閣下通過二維碼、電郵、回條及/或其他方式提供多於一個的電子郵件地址, 僅最後收到的電子郵件地址會被登記。
- If you mark "✓" in the box in Option 3, no email address will be registered and only Corporate Communications in printed form will be received. 如閣下在選項 3 方格內劃上「✓」號, 將不會有電子郵件地址被登記, 並僅將收取日後公司通訊的印刷本。
- The above instruction will apply to all future Corporate Communications to be sent to shareholders of the Company until you notify otherwise by a notice in writing or by email to [sinoceangroup.ecom@computershare.com.hk](mailto:sinoceangroup.ecom@computershare.com.hk) to the Company's 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 in accordance with the relevant laws and regulations. 上述指示適用於日後發送予本公司股東之所有公司通訊, 直至閣下根據有關法例及規例發出書面通知或電郵至 [sinoceangroup.ecom@computershare.com.hk](mailto:sinoceangroup.ecom@computershare.com.hk) 予本公司股份過戶登記處(「股份過戶處」)香港中央證券登記有限公司, 地址為香港灣仔皇后大道東 183 號合和中心 17M 樓, 另作選擇為止。
- For the avoidance of doubt, the Company does not accept any other instructions given on this Reply Form. 為免存疑, 在本回條上的任何額外指示, 本公司將不予處理。

## PERSONAL INFORMATION COLLECTION STATEMENT 收集個人資料聲明

1. "Personal Data" in this statement has the same meaning as "personal data" in the Personal Data (Privacy) Ordinance (Chapter 486 of the Laws of Hong Kong) ("PDPO"). 2. Your supply of Personal Data to the Share Registrar is on a voluntary basis for the purpose of verifying and recording your choice of language and means of receipt of Corporate Communications of the Company and the delivery of those Corporate Communications, and failure to provide sufficient Personal Data may result in such purposes not being achieved. 3. We may transfer or disclose your Personal Data to the Company, its associated companies, the Share Registrar's associated companies and/or other companies or bodies for the purpose stated above, or when it is required to do so by law and will be retained for such period as may be necessary for our verification and record purposes. 4. 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, made in accordance with the PDPO and by either of the following means: 1. 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。 2. 閣下是自願向股份過戶處提供個人資料以用於核實及記錄閣下收取本公司公司通訊的語言版本和收取方式的選擇, 以及傳送公司通訊, 若閣下未能提供足夠個人資料, 可能導致無法處理所述要求。 3. 我們可就上述用途將閣下的個人資料轉移或披露給本公司、本公司的有聯繫公司、股份過戶處的有聯繫公司及/或其他公司或團體, 或按法例規定作出轉移或披露, 並將在適當期間內保留該等個人資料作核實及記錄用途。 4. 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。任何相關查閱及/或修改個人資料之要求均須根據《私隱條例》及以書面方式通過以下途徑提出:

By mail 郵寄至: HK Privacy Officer 香港隱私主任  
Computershare Hong Kong Investor Services Limited 香港中央證券登記有限公司  
17M Floor, Hopewell Centre, 183 Queen's Road East, Wan Chai, Hong Kong 香港灣仔皇后大道東 183 號合和中心 17M 樓  
By email 電郵至: [PrivacyOfficer@computershare.com.hk](mailto:PrivacyOfficer@computershare.com.hk)

Corporate Communications mean all 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 auditor's 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. 公司通訊乃指本公司發出或將予發出以供其任何證券持有人參照或採取行動的任何文件, 包括但不限於:(a)董事局報告、年度賬目連同核數師報告及(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)會議通告;(d)上市文件;(e)通函;及(f)代表委任表格。

## MAILING LABEL 郵寄標籤

Computershare Hong Kong Investor Services Limited  
香港中央證券登記有限公司  
Freepost No. 簡便回郵號碼 37  
Hong Kong 香港

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

No postage stamp necessary if posted in Hong Kong.

閣下寄回此回條時, 請將郵寄標籤剪貼於信封上。

如在本港投寄必須貼上郵票。