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Beijing Capital Jiaye Property Services Co., Limited
北京京城佳業物業股份有限公司

(A joint stock company incorporated in the People's Republic of China with limited liability)

(Stock Code: 2210)

NOTICE OF 2025 AGM

NOTICE IS HEREBY GIVEN THAT the 2025 annual general meeting (the "**AGM**") of Beijing Capital Jiaye Property Services Co., Limited (the "**Company**") will be held at Conference Room 2, 3/F, Chengjian Plaza, 18 North Taipingzhuang Road, Haidian District, Beijing, the PRC at 1:30 p.m. on Friday, May 22, 2026 for the purpose of considering and, if thought fit, approving the following resolutions by the Shareholders of the Company:

ORDINARY RESOLUTIONS

(1) To consider and approve the annual report of the Company for 2025.

(2) To consider and approve the profit distribution plan of the Company for 2025.

(3) To consider and approve the re-appointment of the auditor for the international accounting standards of the Company for 2026.

(4) To consider and approve the work report of the Board of Directors of the Company for 2025.

(5) To consider and approve the entering into of the Relocation Compensation Agreement.

SPECIAL RESOLUTIONS

(6) To consider and approve the amendments to the Rules of Procedures for the Shareholders' Meetings.

(7) To consider and approve the grant of general mandate to the Board to issue Shares.

By order of the Board of Directors
Beijing Capital Jiaye Property Services Co., Limited
Zhang Weize
Chairman

Beijing, the PRC

April 29, 2026

As at the date of this notice, the Board consists of Mr. Zhang Weize, Mr. Yang Jun and Mr. Luo Zhou as executive Directors, Ms. Jiang Xin, Mr. Mao Lei and Mr. Li Zuoyang as non-executive Directors, and Mr. Cheng Peng, Mr. Kong Weiping and Mr. Kong Chi Mo as independent non-executive Directors.

Notes:

(a) Unless specifically indicated, details of the resolutions are set out in the circular of the Company dated April 29, 2026. Terms used therein shall have the same meanings as defined in the circular.

(b) Individual Shareholders who wish to attend the meeting in person shall produce their identity cards or other effective document or proof of identity and stock account cards. Proxies of individual Shareholders shall produce their effective proof of identity and form of proxy. A corporate Shareholder should attend the meeting by its legal representative or proxy appointed by the legal representative. A legal representative who wishes to attend the meeting should produce his/her identity card or other valid documents evidencing his/her capacity as a legal representative. If appointed to attend the meeting, the proxy should produce his/her identity card and an authorization instrument duly signed by the legal representative of the corporate Shareholder.

(c) Any Shareholder entitled to attend and vote at the AGM is entitled to appoint one or more person(s) (if the Shareholder holds two or more issued Shares), whether (each of) such person is a Shareholder of the Company or not, as his/her/its proxy or proxies to attend and vote on his/her/its behalf at the AGM.

The instrument appointing a proxy must be signed by the Shareholder or his/her attorney duly authorised in writing. For a corporate Shareholder, the proxy instrument must be affixed with the common seal or signed by its director or attorney duly authorised in writing.

If the power of attorney of the proxy is signed by the authorised person of the appointer under a power of attorney or other authorization document(s) given by the appointer, such power of attorney or other authorization document(s) shall be notarized and served at the same time as the power of attorney. To be valid, the form of proxy, together with a notarially certified copy of the power of attorney or other authorization document(s), must be delivered to Computershare Hong Kong Investor Services Limited, the Company's H share registrar, at 17M Floor, Hopewell Centre, 183 Queen's Road East, Wan Chai, Hong Kong (for H Shareholders), or to the Office of the Board of the Company at 11/F, Building B, Chengjian Plaza, 18 North Taipingzhuang Road, Haidian District, Beijing, the PRC (for Domestic Shareholders) not later than 24 hours before the designated time for the holding of the AGM (being before 1:30 p.m. on Thursday, May 21, 2026) or any adjournment thereof (as the case may be).

In case of registered joint holders of any Shares, any one of the registered joint holders can vote on such Shares at the AGM in person or by proxy as if he/she is the only holder entitled to vote. If more than one registered joint holders attend the AGM in person or by proxy, only the vote of the person whose name appears first in the register of members of the Company relating to such Shares (in person or by proxy) will be accepted as the sole and exclusive vote of the joint holders.

After the completion and return of the form of proxy and the power of attorney, you can attend and vote in person at the AGM or any adjournment thereof should you so wish. In this case, the power of attorney will be deemed to have been revoked.

According to Rule 13.39(4) of the Listing Rules, any vote of Shareholders at a general meeting must be taken by poll. Accordingly, the resolutions to be proposed at the AGM will be voted on by poll. Results of the poll voting will be posted on the website of the Company at (jps.bucg.com) and the website of the Hong Kong Stock Exchange at (www.hkexnews.hk) upon the conclusion of the AGM.

(d) For determining eligibility to attend and vote at the AGM (and at any adjournment thereof), the register of members of the Company will be closed from Tuesday, May 19, 2026 to Friday, May 22, 2026, both days inclusive, during which period no transfer of Shares will be registered. The record date will be Friday, May 22, 2026. To be eligible for attending and voting at the AGM, all share transfer documents accompanied by the relevant share certificates and other appropriate documents must be lodged with Computershare Hong Kong Investor Services Limited, the Company's H share registrar, at Shops 1712-1716, 17th Floor, Hopewell Centre, 183 Queen's Road East, Wan Chai, Hong Kong (for H Shareholders), or the Company's Office of the Board at 11/F, Building B, Chengjian Plaza, 18 North Taipingzhuang Road, Haidian District, Beijing, the PRC (for Domestic Shareholders) not later than 4:30 p.m. on Monday, May 18, 2026 for registration. Shareholders whose names appear on the register of members of the Company on Friday, May 22, 2026 shall be entitled to attend and vote at the AGM.

(e) For determining the entitlement of the Shareholders to the Final Dividend, the register of members of the Company will be closed from Friday, May 29, 2026 to Thursday, June 4, 2026, both days inclusive, during which period no transfer of Shares will be registered. The record date will be Thursday, June 4, 2026. In order to be entitled to the Final Dividend, all duly completed transfer forms accompanied by the relevant share certificates must be lodged with Computershare Hong Kong Investor Services Limited, the Company's H share registrar, at Shops 1712-1716, 17th Floor, Hopewell Centre, 183 Queen's Road East, Wan Chai, Hong Kong (for H Shareholders), or the Company's Office of the Board at 11/F, Building B, Chengjian Plaza, 18 North Taipingzhuang Road, Haidian District, Beijing, the PRC (for Domestic Shareholders) not later than 4:30 p.m. on Thursday, May 28, 2026 for registration. Shareholders whose names appear on the register of members of the Company on Thursday, June 4, 2026 are entitled to the proposed Final Dividend.

(f) Shareholders attending the AGM are responsible for their own transportation and accommodation expenses. Shareholders may contact the Office of the Board of the Company at telephone (+86 10 6209 1180) for any enquiries in respect of the AGM.