

FIRST PACIFIC COMPANY LIMITED

第一太平有限公司

(Incorporated with limited liability under the laws of Bermuda) (根據百慕達法例註冊成立之有限公司)

Website 網址: http://www.firstpacific.com (Stock Code 股份代號: 00142)

通知信函 NOTIFICATION LETTER

27 April 2018

Dear Shareholder(s).

First Pacific Company Limited (the "Company")

Notice of Publication of 2017 Annual Report, Circular and Notice of Annual General Meeting ("Current Corporate Communications")

The English and Chinese versions of the Company's Current Corporate Communications are available on the Company's website at www.hkexnews.hk. If you have chosen to receive the Corporate Communications# in printed form(s), the arranged printed form(s) of the Current Corporate Communications are enclosed.

If you would like to receive printed version of the Current Corporate Communications in English or in Chinese or in both English and Chinese language versions, or if you would like to change your choice of language(s) and/or means of receipt of the Company's future Corporate Communications, please complete the Change Request Form on the reverse side. Thereafter, please sign and return the Change Request Form by post or by hand to the Company c/o Computershare Hong Kong Investor Services Limited (the "Hong Kong Branch Registrar"), at 17M Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong. If you post your reply in Hong Kong, you may use the mailing label in the Change Request Form and you do not need to affix a stamp on the envelope when returning your Change Request Form. Otherwise, please affix an appropriate stamp. You may also send an email with a scanned copy of the Change Request Form to firstpacific.ecom@computershare.com.hk. The Change Request Form may also be downloaded from the Company's website at www.hke.new.hk.. The Change Request Form may also be downloaded from the Company's website at www.hke.new.hk.. The Change Request Form may also be downloaded from the Company's website at www.hke.new.hk.. www.hkexnews.hk

If you have chosen (or are deemed to have consented) to read the website version of the Corporate Communications but for any reason have difficulty in receiving or gaining access to the Current Corporate Communications, the Company will promptly upon your request send the Current Corporate Communications to you in printed form free of charge.

You may at any time by giving at least 7 days' prior written notice to the Company c/o the Hong Kong Branch Registrar (at the address stated above) or by email to firstpacific.ecom@computershare.com.hk to change your choice of language(s) and/or means of receipt of future Corporate Communications, notwithstanding any previous instructions given to the Company.

Please be reminded that the 2018 annual general meeting of the Company (the "AGM") will be held at The Stork-Peacock Room, 1st Floor, Mandarin Oriental Hong Kong, 5 Connaught Road Central, Hong Kong at 2:30 p.m. on Tuesday, 5 June 2018. For those Shareholders who would like to appoint proxies to attend and vote in their stead at the AGM, please download the Form of Proxy from the Company's website or the HKExnews website, complete, sign and deposit the Form of Proxy at the principal office of the Company following the instructions as provided in the Explanatory Notes to the Form of Proxy

Should you have any query in relation to this letter, please call the telephone hotline of the Hong Kong Branch Registrar at (852) 2862 8688 during business hours from 9:00 a.m. to 6:00 p.m., Monday to Friday, excluding Hong Kong public holidays.

Yours faithfully For and on behalf of
First Pacific Company Limited
Nancy L.M. Li
Company Secretary

Corporate Communications refer to any documents issued or to be issued by the Company for the information or action of holders of any of its securities, as defined in Listing Rule 1.01, including but not limited to (a) the directors' report, the 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, summary interim report; (c) notices of meetings; (d) listing documents; (e) circulars; and (f) proxy forms.

敬啟者:

太平有限公司(「本公司」)

- 2017年年報、通函及股東週年大會通告(「本次公司通訊文件」)之發佈通知

本公司的本次公司通訊文件之中、英文版本已上載於本公司網站<u>www.firstpacific.com</u>及香港交易所披露易網站<u>www.hkexnews.hk</u>,歡迎查閱。如 閣下已選擇收取公司通訊 文件#之印刷本,本次公司通訊文件已按 閣下所選定的公司通訊文件語言版本隨本函附上。

如 閣下欲僅收取本次公司通訊文件之英文、或中文、或同時收取英文及中文印刷本,或欲選擇有別於 閣下所選擇的公司通訊文件語言版本及/或收取方式,以更改收取本公司日後公司通訊文件之語言版本及/或收取方式之選擇,請 閣下填妥在本函背面的變更申請表,並在變更申請表上簽名,然後把變更申請表寄回或親身交回本公司之香港中央證券登記有限公司(「股份過戶登記處香港分處」),地址為香港灣仔皇后大道東183號合和中心17M樓。倘若 閣下在香港投寄,可使用變更申請表內的郵寄標籤寄回,而毋須在信封上貼上郵票;否則,請貼上適當的郵票。 閣下亦可把已填妥之變更申請表的掃描副本電郵至 firstpacific.ecom@computershare.com.hk。變更申請表可於本公司網站www.firstpacific.com或香港交易所披露易網站www.hkexnews.hk內下載。

如 閣下已選擇(或被視為已同意)以電子形式收取公司通訊文件,惟因任何理由以致收取或接收本次公司通訊文件上出現困難,只要 閣下提出要求,本公司將儘快寄上所要求的本次公司通訊文件的印刷本,費用全免。

閣下可隨時透過股份過戶登記處香港分處(於上述之地址)向本公司發出不少於7天時間的事先書面通知或透過電郵至 firstpacific.ecom@computershare.com.hk 通知本公司,更改日後收取本公司通訊文件之語言版本及/或收取方式的選擇,儘管 閣下早前曾向本公司作出任何其他指示。

請注意,本公司之二零一八年度股東週年大會(「股東週年大會))將於二零一八年六月五日(星期二)下午二時三十分假座香港中環干諾道中五號香港文華東方酒店一樓松鶴廳一 孔雀廳舉行。茲提醒股東如欲委派代表出席本公司之股東週年大會及於會上代為投票,請於本公司網站或香港交易所披露易網站下載代表委任表格,並根據代表委任表格內附註之指示填寫、簽署、及將代表委任表格送達本公司之主要辦事處。

閣下如有任何與本函內容有關的疑問,請致電股份過戶登記處香港分處電話熱線(852)28628688,辦公時間為星期一至星期五(香港公眾假期除外)上午9時正至下午6時正。

列位股東 台昭

代表 **太平有限公司** 公司秘書 李麗雯

二零一八年四月二十七日

根據上市規則第1.01條之定義,公司通訊文件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,其中包括但不限於:(a)董事會報告、其年度賬目連同核數師報 告以及(如適用)其財務摘要報告;(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

變更申請表 **Change Request Form**

To: First Pacific Company Limited (the "Company") (Stock Code: 00142)

c/o Computershare Hong Kong Investor Services Limited

第一太平有限公司(「本公司」) (股份代號:00142) 經香港中央證券登記有限公司 香港灣仔皇后大道東183號

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- 閣下清楚填妥所有資料。倘若 閣下從網上下載本變更申請表,請於本表左上方用**英文正楷**清楚註明 閣下的姓名及地址。
- 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 Change Request Form in order to be valid. 如屬聯名股東,則本變更申請表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。
- By electing to read the Website Version of future Corporate Communications published on the Company's website in place of receiving printed copies, you have expressly agreed to waive the right to receive the Corporate Communications in printed form.
 在選擇瀏覽在本公司網站登載之日後公司通訊文件網上版本以代替收取印刷本後, 關下已明示同意放棄收取公司通訊文件印刷本的權利。
- Any form with more than one box marked (X), with no box marked (X), with no signature or otherwise incorrectly completed will be void. 如在本表格作出超過一項選擇、或未有作出選擇、或未有簽署、或在其他方面填寫不正確,則本表格將會作廢。 For the avoidance of doubt, we do not accept any special instructions written on this Change Request Form. 為免存疑,任何在本變更申請表上的額外手寫指示,本公司將不予處理。

- 為免存験、任何在本要更申請表上的額外手為指示,本公司將不予處理。
 Please note that both printed English and Chinese versions of all the Company's Corporate Communications which we have sent to our shareholders in the past 12 months are available from the Company on request. They are also available on the Company's website (www.firstpacific.com) for five years from the date of first publication.

 本公司備有於過去12個月曾寄養于股東的公司通訊文件的中、英文版印刷本,可供素取。該等通訊文件亦由自次登藏日期起計,持續5年載於本公司網站(www.firstpacific.com)上。

 Corporate Communications refer to any document(s) issued or to be issued by the Company for a cation of holders of any of its securities as defined in Listing Rule 1.01, including but not limited to (a) the directors' report, the 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, summary interim report; (c) notices of meetings; (d) listing documents; (e) circulars; and (f) proxy forms.

 根據上市規則第1.01報之證義、公司通訊文件指本公司發出政務于英量出政務于任即通款持有人参加或其下的特別上面,以下在10年代,其中包括但不限於:(a)董事會報告、其年度账目連同核數師報告以及(如適用)其財務衝要報告; (b)中期報告及(如適用)中期衝要報告; (c)會議通告; (d)上市文件; (e)通函;及(f)代表委任表格。

Your supply of Personal Data is on a voluntary basis for the purpose of receiving Corporate Communications in the manner chosen. "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"), which may include but is not limited to your telephone number and e-mail address. Your Personal Data will be retained for such period as may be necessary for our record and verification purposes.
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 by either of the following means:

關下是自顯提供個人資料,以便按 關下選擇的方式收取公司通訊文件。「個人資料」一詞在本聲明內的涵義與香港法例第486章(個人資料(私態)條例》「私態條例」)中「個人資料」的涵義相同,可包括(但不限於) 閣下的電話號碼及電郵地址。 關下的個人資料將在本公司為記錄及核實目的所需的期間內予以保留。 關下有權根據《私態條例》的條文要求查閱及/或改正 關下的個人資料。任何有關查閱及/或改正 關下個人資料的要求,應按以下其中一種方式以書面提出:

郵寄至:

Personal Data Privacy Officer By mail to:

Computershare Hong Kong Investor Services Limited
17M Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong hkinfo@computershare.com.hk
電郵至:

香港灣仔皇后大道東183號合和中心17M樓 香港中央證券登記有限公司 個人資料私腳主任

閣下寄回此變更申請表時,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 Change Request Form to us.

No postage stamp necessary if posted in Hong Kong.

郵寄標籤 MAILING LABEL

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