

# WING TAI PROPERTIES LIMITED

## 永泰地產有限公司

(Incorporated in Bermuda with limited liability)

(於百慕達註冊成立之有限公司)

(Stock Code 股份代號: 369)

8 August 2025

Dear Shareholders,

### New Arrangements on Dissemination of Corporate Communications

Pursuant to the amended Rules Governing the Listing of Securities (the “**Listing Rules**”) on the Stock Exchange of Hong Kong Limited (the “**Stock Exchange**”) effective from 31 December 2023 and the second amended and restated bye-laws of Wing Tai Properties Limited (the “**Company**”) adopted on 29 May 2025, the Company will continue to disseminate Corporate Communications<sup>(1)</sup> (in both English and Chinese) to its shareholders (the “**Shareholders**”) using electronic means through the Company’s website at [www.wingtaiproperties.com](http://www.wingtaiproperties.com) (the “**Company Website**”) and the Stock Exchange’s website at [www.hkexnews.hk](http://www.hkexnews.hk) (the “**HKEXnews Website**”), together with the Company Website, the “**Websites**”), and will only send Corporate Communications in printed form to the Shareholders upon request. With effect from the date of this letter, the Company is no longer required to notify Shareholders of the publication of Corporate Communications on the Websites. Shareholders are encouraged to proactively monitor the availability of all future Corporate Communications on the Websites or subscribe for the News Alert service provided by the Stock Exchange (currently at [https://www.hkex.com.hk/eng/invest/user/login\\_c.aspx](https://www.hkex.com.hk/eng/invest/user/login_c.aspx)). Through the News Alert service, subscribers will receive alerts when the Company publishes the Corporate Communications on the HKEXnews Website.

The Company will send Actionable Corporate Communications<sup>(2)</sup> to the registered shareholders of the Company (the “**Registered Shareholders**”) individually in electronic form by email. In support of the dissemination of Actionable Corporate Communications by email, the Company strongly recommends the Registered Shareholders to provide their email address by completing and returning the request form on the reverse side of this letter (the “**Request Form**”) to the Company c/o Tricor Investor Services Limited, the Company’s branch share registrar and transfer office in Hong Kong (the “**Branch Share Registrar**”), by post to 17<sup>th</sup> Floor, Far East Finance Centre, 16 Harcourt Road, Hong Kong or by email to [369-ecom@vistra.com](mailto:369-ecom@vistra.com). If the Company does not possess the email address of a Registered Shareholder or the email address provided by the Registered Shareholder is not functional, the Company will send the Actionable Corporate Communications in printed form (in both English and Chinese) together with a request form for soliciting the Registered Shareholder’s functional email address to facilitate electronic dissemination of Actionable Corporate Communications in the future. It is the responsibility of the Registered Shareholders to provide an email address that is functional. The Company will be considered to have complied with its obligations under the Listing Rules if it sends Actionable Corporate Communications to the email address provided by a Registered Shareholder without receiving any “non-delivery message”.

To support the electronic communication by email, Non-Registered Shareholders<sup>(3)</sup> of the Company are recommended to provide their email address to their bank(s), broker(s), custodian(s), nominee(s) or HKSCC Nominees Limited through which their shares in the Company are held.

If you wish to receive printed copies of all future Corporate Communications, please complete and return the Request Form to the Branch Share Registrar by post to the above address or by email to [369-ecom@vistra.com](mailto:369-ecom@vistra.com). Shareholders that opt to receive a printed version of all future Corporate Communications will be sent future Corporate Communications in printed form free of charge. Please note that the request for printed copies of future Corporate Communications will be valid for one year from the date of your request or unless being revoked or superseded (whichever is earlier). Further submission of request in writing will be required if you prefer to continue receiving printed copies of future Corporate Communications.

Details of the arrangements (i) for dissemination of Corporate Communications and (ii) for requesting printed copies of Corporate Communications are published under the section “Investor Relations – Corporate Communications Dissemination” in the Company Website. Should you have any queries relating to the above arrangements, please call the Branch Share Registrar’s telephone hotline at (852) 2980 1333 during business hours from 9:00 a.m. to 6:00 p.m., Monday to Friday (excluding Hong Kong public holidays) or send an email to [369-ecom@vistra.com](mailto:369-ecom@vistra.com).

Yours faithfully,  
For and on behalf of  
**WING TAI PROPERTIES LIMITED**  
**Chung Siu Wah, Henry**  
Company Secretary and Group Legal Counsel

#### Notes:

- (1) “Corporate Communications” refer to 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) a notice of meeting; (d) a listing document; (e) a circular; and (f) a proxy form.
- (2) “Actionable Corporate Communications” refer to any Corporate Communications that seek instructions from the shareholders of the Company on how they wish to exercise their rights or make elections as the Company’s shareholders.
- (3) “Non-Registered Shareholder” refers to 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 Hong Kong Securities Clearing Company Limited that such person or company wishes to receive Corporate Communications of the Company.

致各位股東：

### 發佈公司通訊之新安排

根據自2023年12月31日起生效的經修訂香港聯合交易所有限公司(「**聯交所**」)證券上市規則(「**上市規則**」)以及永泰地產有限公司(「**本公司**」)於2025年5月29日採納之第二次經修訂及重述細則，本公司將繼續透過本公司網站[www.wingtaiproperties.com](http://www.wingtaiproperties.com)(「**本公司網站**」)及聯交所網站[www.hkexnews.hk](http://www.hkexnews.hk)(「**披露易網站**」)，連同本公司網站統稱(「**網站**」)以電子方式向其股東(「**股東**」)發佈公司通訊<sup>(1)</sup>(包括中英文版本)，並僅應股東要求方會向其發送公司通訊之印刷本。自本函件日期起，本公司毋須就在網站刊載公司通訊向股東發出通知。謹此鼓勵股東主動留意網站上所有日後公司通訊的登載情況，或登記使用聯交所提供之訊息提示服務(現有網址為[https://www.hkex.com.hk/chi/invest/user/login\\_c.aspx](https://www.hkex.com.hk/chi/invest/user/login_c.aspx))。透過使用訊息提示服務，用戶將於本公司在披露易網站發佈公司通訊時接收訊息提示。

本公司將透過電子郵件以電子形式向本公司之登記股東(「**登記股東**」)個別發送可供採取行動的公司通訊<sup>(2)</sup>。為了支持透過電子郵件發送可供採取行動的公司通訊，本公司強烈建議登記股東填寫本函背頁之申請表格(「**申請表格**」)以提供其電子郵箱地址，並經本公司之香港股份過戶及登記分處卓佳證券登記有限公司(「**股份過戶分處**」)寄回本公司，地址為香港夏慤道16號遠東金融中心17樓，或發送電郵至[369-ecom@vistra.com](mailto:369-ecom@vistra.com)。若本公司沒有登記股東的電子郵箱地址或登記股東所提供的電子郵箱地址無法使用，本公司將發送可供採取行動的公司通訊的印刷本(包括中英文版本)連同申請表格，以徵求登記股東的有效電子郵箱地址，以便日後以電子方式發送可供採取行動的公司通訊。登記股東有責任提供有效的電子郵箱地址。如果本公司向登記股東所提供的電子郵箱地址發送可供採取行動的公司通訊而未收到任何「未達達訊息」，則本公司將被視為已履行上市規則規定的義務。

為了支持透過電子郵件進行電子通訊，本公司建議非登記股東<sup>(3)</sup>向代彼等持有本公司股份的銀行、經紀、託管人、代理人或香港中央結算(代理人)有限公司提供彼等的電子郵箱地址。

倘若閣下希望收到所有日後公司通訊的印刷本，請填寫申請表格並以郵寄方式按上述地址交回股份過戶分處，或發送電子郵件至[369-ecom@vistra.com](mailto:369-ecom@vistra.com)。選擇接收日後所有公司通訊印刷本的股東將免費收到公司通訊的印刷本。請注意，索取日後公司通訊印刷本的申請將由閣下申請日起計一年內有效，或除非此申請被撤銷或被取代(以較早者為準)。如果閣下希望繼續收取日後公司通訊的印刷本，則需要重新遞交書面申請。

有關(i)發佈公司通訊及(ii)索取公司通訊印刷本的安排詳情刊載於本公司網站的「投資者關係 – 公司通訊發佈安排」部分。如閣下對上述安排有任何疑問，請於辦公時間星期一至五上午9時正至下午6時正(香港公眾假期除外)致電股份過戶分處電話熱線(852) 2980 1333，或電郵至[369-ecom@vistra.com](mailto:369-ecom@vistra.com)。

代表  
永泰地產有限公司  
公司秘書兼集團法律顧問  
鍾少華  
謹啓

2025年8月8日

#### 附註：

- (1) 「公司通訊」指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)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。
- (2) 「可供採取行動的公司通訊」指就任何涉及要求本公司股東指示其擬如何行使其有關本公司股東權利或作出選擇的公司通訊。
- (3) 「非登記股東」指其股份存放於中央結算及交收系統(中央結算及交收系統)的有關人士或公司，而彼等已透過香港中央結算有限公司不時通知本公司，彼等擬收取本公司之公司通訊。

Shareholder's information (English name and Address):  
股東資料 (英文姓名及地址):

REQUEST FORM 申請表格

To: Wing Tai Properties Limited  
(the "Company") (Stock Code: 369)  
(Incorporated in Bermuda with limited liability)  
c/o Tricor Investor Services Limited  
17<sup>th</sup> Floor, Far East Finance Centre  
16 Harcourt Road, Hong Kong

致: 永泰地產有限公司  
(「本公司」) (股份代號: 369)  
(於百慕達註冊成立之有限公司)  
經卓佳證券登記有限公司  
香港夏慤道16號  
遠東金融中心17樓

REMINDER 提示

If you are a Non-Registered Shareholder<sup>(1)</sup> of the Company, in support of electronic communication by email, you should liaise with your bank(s), broker(s), custodian(s), nominee(s) or HKSCC Nominees Limited through which your shares in the Company are held (collectively, the "Intermediaries") and provide your email address to your Intermediaries.  
如果閣下是本公司之非登記股東<sup>(1)</sup>，為了支持透過電子郵件進行電子通訊，閣下應聯絡代閣下持有本公司股份的銀行、經紀、託管人、代理人或香港中央結算(代理人)有限公司(統稱「中介公司」)，並向中介公司提供閣下的電子郵箱地址。

Part A 甲部

Provision of e-mail address<sup>(2)</sup> by Registered Shareholders of the Company for dissemination of Actionable Corporate Communications<sup>(3)</sup>

本公司之登記股東提供電子郵箱地址<sup>(2)</sup>以發送可供採取行動的公司通訊<sup>(3)</sup>

Email address 電子郵箱地址: \_\_\_\_\_

Email address (re-type) 電子郵箱地址 (重寫): \_\_\_\_\_

Part B 乙部

Request for future Corporate Communications<sup>(4)</sup> in printed form

要求收取日後公司通訊<sup>(4)</sup>的印刷本

(Please mark "X" in the following box) (請在空格內劃上「X」號)

☐ I/We would like to receive future Corporate Communications in printed form  
本人/吾等要求收取日後公司通訊的印刷本

Postal Address 郵寄地址: \_\_\_\_\_  
(Please use English Block Letters 請以英文正楷填寫)

Signature: \_\_\_\_\_  
簽署: \_\_\_\_\_

Name: \_\_\_\_\_  
姓名: \_\_\_\_\_

Date: \_\_\_\_\_  
日期: \_\_\_\_\_

Contact Phone Number: \_\_\_\_\_  
聯絡電話號碼: \_\_\_\_\_

(Please use English Block Letters 請以英文正楷填寫)

Notes 附註:

- "Non-Registered Shareholder" refers to 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 Hong Kong Securities Clearing Company Limited that such person or company wishes to receive Corporate Communications of the Company.  
「非登記股東」指其股份存放於中央結算及交收系統(中央結算及交收系統)的有關人士或公司，而彼等已透過香港中央結算有限公司不時通知本公司，彼等擬收取本公司之公司通訊。
- It is the Registered Shareholder's responsibility to provide an email address that is functional. If the Company does not receive the completed form or the email address provided herein is not functional, the Company will send the Actionable Corporate Communications in printed form (in both English and Chinese) together with a request form for soliciting your functional email address to facilitate electronic dissemination of Actionable Corporate Communications in the future. The Company will be considered to have complied with its obligations if it sends Actionable Corporate Communications to the email address provided herein without receiving any "non-delivery message".  
登記股東有責任提供有效的電子郵箱地址。如果本公司沒有收到填妥的表格或此處所提供的電子郵箱地址無法使用，本公司將發送可供採取行動的公司通訊的印刷本(包括中英文版本)連同申請表格，以徵求閣下的有效電子郵箱地址，以便日後以電子方式發送可供採取行動的公司通訊。如果本公司向此處所提供的電子郵箱地址發送可供採取行動的公司通訊而未收到任何「未送達訊息」，則本公司將被視為已履行其義務。
- "Actionable Corporate Communications" refer to any Corporate Communications that seek instructions from the shareholders of the Company on how they wish to exercise their rights or make elections as the Company's shareholders.  
「可供採取行動的公司通訊」指就任何涉及要求本公司股東指示其擬如何行使其有關本公司股東權利或作出選擇的公司通訊。
- "Corporate Communications" refer to 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) a notice of meeting; (d) a listing document; (e) a circular; and (f) a proxy form.  
「公司通訊」指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)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。
- The above request for Part B will be valid for one year from the date of your request unless being revoked or superseded (whichever is earlier). Further submission of request in writing will be required if you prefer to continue receiving printed copies of future Corporate Communications.  
上述乙部的要求由閣下申請日起計一年內有效，除非此申請被撤銷或被取代(以較早者為準)。如果閣下希望繼續收取日後公司通訊的印刷本，則需要重新遞交書面申請。
- In the case of joint registered holders of any shares of the Company, this form shall be deemed to be submitted by the joint registered holder whose name first appears on the register of members of the Company for and on behalf of all the joint registered holders.  
如果若干人士聯名持有本公司股份，本表格應被視為由本公司股東名冊內排名首位的聯名登記股東代表所有聯名登記股東提交。
- If more than one email addresses are provided, the Company will only adopt the first email address as set out above.  
如果提供多個電子郵箱地址，本公司將僅採用上文所述第一個電子郵箱地址。
- For the avoidance of doubt, the Company does not accept any other instructions given on this form. Any other instructions inserted on this form will be void.  
為免存疑，本公司概不接受於此表格上作出的任何其他指示。在此表格中書寫的任何其他指示均被視為無效。

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, Cap. 486 of the Laws of Hong Kong (the "PDPO"). Your supply of Personal Data is on a voluntary basis for the purpose of receiving Corporate Communications in the manner chosen. 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, 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. You have the right to request access to and/or to correct the respective Personal Data in accordance with the provisions of the PDPO. Any such request for access to and/or correction of the Personal Data should be in writing by either of the following means:  
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。閣下是自願向本公司提供閣下個人資料，以便以閣下所選之方式接收公司通訊。本公司可就任何所說明的用途或在法例規定的情況下，將閣下的個人資料披露或轉移給本公司的附屬公司、股份過戶處及/或其他公司或團體，並將在適當期間保留作核實及記錄用途。閣下有權根據《私隱條例》的條文要求查閱及/或修改閣下的個人資料。任何該等要求均須以書面方式並以以下方法提出：

By mail to: Data Privacy Officer  
Tricor Investor Services Limited  
17<sup>th</sup> Floor, Far East Finance Centre  
16 Harcourt Road, Hong Kong

By email to: is-enquiries@vistra.com

經郵寄: 個人資料私隱主任  
卓佳證券登記有限公司  
香港夏慤道16號  
遠東金融中心17樓

經電郵: is-enquiries@vistra.com

Mailing Label 郵寄標籤

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

No postage is necessary if posted in Hong Kong.

當閣下寄回本申請表格時，請將郵寄標籤剪貼於信封上。  
如在香港投寄，閣下無需支付郵費或貼上郵票。

Tricor Investor Services Limited  
卓佳證券登記有限公司  
Freepost No. 簡便回郵號碼: 10 GPO  
Hong Kong 香港