



碧桂园服务  
COUNTRY GARDEN SERVICES

COUNTRY GARDEN SERVICES HOLDINGS COMPANY LIMITED  
碧桂园服务控股有限公司

(Incorporated in the Cayman Islands with limited liability)

(於開曼群島註冊成立之有限公司)

(Stock Code: 6098)

(股份代號: 6098)

NOTIFICATION LETTER 通知信函

Dear Shareholders and Non-Registered Holder(s),<sup>(Note)</sup>

30 May 2022

Country Garden Services Holdings Company Limited (the “Company”)

Notice of Publication of Environmental, Social and Governance Report (“ESG report”) for year 2021

The English and Chinese versions of the Company’s ESG report are available on the Company’s website at <http://www.bgyfw.com> and the HKExnews’s website at <http://www.hkexnews.hk>. You may access the ESG report by clicking “Investor Relations” on the home page of our website, then selecting “Country Garden Services Holdings Company Limited Environmental, Social and Governance Report 2021” under “Corporate Governance” and viewing them using Adobe® Reader®; or browsing through the HKExnews’s website.

If you want to receive a printed version of the ESG report, please complete the request form (the “Request Form”) on the reverse side of this letter and return it to the Company c/o the Company’s Hong Kong branch share registrar and transfer office (the “Share Registrar”), Tricor Investor Services Limited by using the mailing label at the bottom of the Request Form (a stamp is not required if posted in Hong Kong; otherwise, please affix an appropriate stamp) or by email at [cgservices-ecom@hk.tricorglobal.com](mailto:cgservices-ecom@hk.tricorglobal.com). The address of the Share Registrar is at Level 54, Hopewell Centre, 183 Queen’s Road East, Hong Kong. The Request Form may also be downloaded from the Company’s website or the HKEx’s website.

Should you have any queries relating to any of the above matters, please contact Enquiry Hotline of Tricor Investor Services Limited at (852) 2980 1333 from 9:00 a.m. to 5:30 p.m., Monday to Friday (excluding Hong Kong public holidays).

Yours faithfully,  
For and on behalf of  
Country Garden Services Holdings Company Limited  
LI Changjiang  
President and Executive Director

Note:

This letter is addressed to shareholders and non-registered holders of the Company (“Non-registered Holder” means such person or company whose shares are held in The Central Clearing and Settlement System and who has notified the Company from time to time through Hong Kong Securities Clearing Company Limited to receive the ESG report). If you have sold or transferred your shares in the Company, please disregard this letter and the Request Form on the reverse side.

致股東及非登記持有人：(附註)

碧桂园服務控股有限公司(「本公司」)  
2021年度環境、社會及管治報告(「ESG報告」)之發佈通知

本公司的ESG報告中，英文版本已上載於本公司網站(<http://www.bgyfw.com>)及香港交易所披露易網站(<http://www.hkexnews.hk>)，歡迎瀏覽。閣下可於本公司網站主頁按「投資者關係」一項，再在「企業管治」項下選擇「碧桂园服務控股有限公司2021年環境、社會及管治報告」並使用Adobe® Reader®開啟或在香港交易所披露易網站瀏覽有關文件。

倘閣下欲收取ESG報告之印刷本，請填妥在本函背面的申請表格(「申請表格」)，並使用申請表格底部隨附之郵寄標籤經本公司之香港股份過戶登記分處(「股份過戶登記處」)，卓佳證券登記有限公司寄回本公司(如在香港投寄毋須貼上郵票；否則，請貼上適當的郵票)或透過電郵至 [cgservices-ecom@hk.tricorglobal.com](mailto:cgservices-ecom@hk.tricorglobal.com)。股份過戶登記處地址為香港皇后大道東183號合和中心54樓。申請表格亦可於本公司網站或聯交所網站內下載。

倘閣下對上述事宜有任何查詢，請於星期一至星期五(香港公眾假期除外)上午9時正至下午5時30分致電卓佳證券登記有限公司諮詢熱線，電話號碼為(852) 2980 1333。

代表  
碧桂园服務控股有限公司  
李長江  
總裁兼執行董事  
謹啟

2022年5月30日

附註：

此函件乃向本公司之股東及非登記持有人(「非登記持有人」指股份存放於中央結算及交收系統的人士或公司，透過香港中央結算有限公司不時向本公司發出通知，希望收到ESG報告)發出。如果閣下已經出售或轉讓所持有之本公司股份，則無需理會本函件及其背面的申請表格。

## REQUEST FORM 申請表格

To: **Country Garden Services Holdings Company Limited**  
(Stock Code: 6098)  
c/o Hong Kong Branch Share Registrar  
Tricor Investor Services Limited  
Level 54, Hopewell Centre  
183 Queen's Road East, Hong Kong

致: 碧桂園服務控股有限公司  
(股份代號: 6098)  
經香港股份過戶登記分處  
卓佳證券登記有限公司  
香港皇后大道東183號  
合和中心54樓

I/We would like to receive the ESG report of **Country Garden Services Holdings Company Limited** (the "Company") in the manner as indicated below:

本人/吾等希望以下列方式收取碧桂園服務控股有限公司(「本公司」)之ESG報告:

(Please mark "X" in **ONLY ONE** of the following boxes) (請從下列選擇中, 僅在其中一個空格內劃上「X」號)

- to receive **by mail the printed Chinese version** of the ESG report; **OR**  
以郵寄收取ESG報告之中文版印刷本; 或
- to receive **by mail the printed English version** of the ESG report; **OR**  
以郵寄收取ESG報告之英文版印刷本; 或
- to receive **by mail both the printed Chinese and English versions** of the ESG report.  
以郵寄收取ESG報告之中、英文版印刷本。

Name of Shareholder/  
Non-Registered Holder\*:  
股東/非登記持有人姓名\*:

(Please use **ENGLISH BLOCK LETTERS** 請用英文正楷填寫)

Signature(s):

簽署:

Shareholder registered address/  
Non-Registered Holder address\*:  
股東的登記地址/  
非登記持有人的地址\*:

(Please use **ENGLISH BLOCK LETTERS** 請用英文正楷填寫)

Contact telephone number:  
聯絡電話號碼:

Date:  
日期:

# You are required to fill in the details if you download this Request Form from the Company's website or The Stock Exchange of Hong Kong Limited's website. Please delete as appropriate.  
# 假如閣下從本公司網站或香港聯合交易所有限公司網站下載本申請表格, 請必須填上有關資料。請刪去不適用者。

### Notes 附註:

- Please complete all your details clearly.  
請閣下清楚填妥所有資料。
- This letter is addressed to Shareholders and non-registered holders of the Company ("Non-registered Holder" means such person or company whose shares are held in The Central Clearing and Settlement System and who has notified the Company from time to time through Hong Kong Securities Clearing Company Limited to receive the ESG report).  
此函件乃向本公司之股東及非登記持有人(「非登記持有人」指股份存放於中央結算及交收系統的人士或公司, 透過香港中央結算有限公司不時向本公司發出通知, 希望收到ESG報告)發出。
- 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。
- 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 this Request Form in order to be valid.  
如屬聯名股東, 則本申請表格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。
- For the avoidance of doubt, we do not accept any special instruction given on this Request Form.  
為免存疑, 任何在本申請表格上的額外指示, 本公司將不予處理。

### PERSONAL INFORMATION COLLECTION STATEMENT

#### 收集個人資料聲明

- (i) "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 (the "PDPO").  
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。
- (ii) Your supply of Personal Data to the Company is on a voluntary basis. Failure to provide sufficient information may result in the Company not being able to process your instructions and/or requests as stated in this Request Form.  
閣下是自願向本公司提供個人資料。若閣下未能提供足夠資料, 本公司可能無法處理閣下在本申請表格上所述的指示及/或要求。
- (iii) 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, and retained for such period as may be necessary for our verification and record purposes.  
本公司可就任何所說明的用途, 將閣下的個人資料披露或轉移給本公司的附屬公司、股份過戶登記處及/或其他公司或團體, 並將適當時間保留該等個人資料作核實及紀錄用途。
- (iv) 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 to the Privacy Compliance Officer of Tricor Investor Services Limited at Level 54, Hopewell Centre, 183 Queen's Road East, Hong Kong.  
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。任何該等查閱及/或修改個人資料的要求均須以書面方式向卓佳證券登記有限公司(地址為香港皇后大道東183號合和中心54樓)的私隱事務主任提出。

### MAILING LABEL 郵寄標籤

Please cut the mailing label and stick it on the 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 necessary if posted in Hong Kong.  
如在本港投寄毋須貼上郵票。

**Tricor Investor Services Limited**  
卓佳證券登記有限公司  
Freepost Number 簡便回郵號碼: 37  
Hong Kong 香港