

*Hong Kong Exchanges and Clearing Limited and The Stock Exchange of Hong Kong Limited take no responsibility for the contents of this notice, make no representation as to its accuracy or completeness and expressly disclaim any liability whatsoever for any loss howsoever arising from or in reliance upon the whole or any part of the contents of this notice.*



SHIMAO SERVICES HOLDINGS LIMITED

世茂服務控股有限公司

*(Incorporated in the Cayman Islands with limited liability)*

**(Stock Code: 873)**

## NOTICE OF EXTRAORDINARY GENERAL MEETING

**NOTICE IS HERBY GIVEN** that the extraordinary general meeting (the “EGM”) of Shimao Services Holdings Limited (the “**Company**”) will be held at The Function Room 1-2, 2/F, The Harbourview, 4 Harbour Road, Wanchai, Hong Kong at 11:00 a.m. on Tuesday, 28 March 2023 to consider and, if thought fit, pass the following resolutions as ordinary resolutions of the Company:

### ORDINARY RESOLUTIONS

1. “**THAT:**

- (a) the Sales Office Operation Master Agreement, the IoT Services Master Agreement, the Engineering Services Master Agreement, the Property Management Services Master Agreement, the Value-added Services to Non-property Owners Master Agreement, the Information Technology Services Master Agreement, and the Procurement and Supply Master Agreement (as defined in the circular of the Company dated 13 March 2023 of which this notice form part (the “**Circular**”) (a copy of which is tabled at the meeting and marked “A” and initialled by the chairman of the EGM for the purpose of identification) and the transactions contemplated thereunder, and the implementation thereof be and are hereby approved, confirmed and ratified;
- (b) the annual caps for each of the Sales Office Operation Master Agreement, the IoT Services Master Agreement, the Engineering Services Master Agreement, the Property Management Services Master Agreement, the Value-added Services to Non-property Owners Master Agreement, the Information Technology Services Master Agreement, and the Procurement and Supply Master Agreement for the three financial years ending on 31 December 2023, 2024 and 2025 be and are hereby approved; and

- (c) any one director of the Company be and is hereby authorized for and on behalf of the Company to execute all such documents, instruments and agreements and to affix the common seal of the Company on any such document as and when necessary and to do all such acts or things which he/she in his/her discretion consider necessary, desirable or expedient for the purpose of, or in connection with the implementation of and giving effect to the Non-exempt CCT Agreements (as defined in the Circular) and the transactions contemplated thereunder.”
2. “**THAT** the re-election of the retiring Director, Mr. Hui Wai Man, Lawrence, as an Independent Non-executive Director be approved and the Board be and is hereby authorized to fix his remuneration.”

On behalf of the Board  
**Shimao Services Holdings Limited**  
**Hui Sai Tan, Jason**  
*Chairman*

Hong Kong, 13 March 2023

**Registered Office:**

4th Floor, Harbour Place  
103 South Church Street  
P.O. Box 10240  
Grand Cayman KY1-1002  
Cayman Islands

**Principal place of business in Hong Kong:**

Unit 3820, 38th Floor  
Tower One, Lippo Centre  
89 Queensway  
Hong Kong

*Notes:*

1. Any member of the Company entitled to attend and vote at the EGM is entitled to appoint one or, if he/she holds two or more shares, more than one proxy to attend and vote on his/her behalf. A proxy need not be a member of the Company. If more than one proxy is so appointed, the appointment shall specify the number and class of shares in respect of which each such proxy so appointed.
2. For the purpose of ascertaining shareholders' entitlement to attend and vote at the EGM, the register of members of the Company will be closed from Thursday, 23 March 2023 to Tuesday, 28 March 2023 (both days inclusive), during which no transfer of shares will be registered. In order to be eligible to attend and vote at the EGM, all transfer documents accompanied by the relevant share certificates must be lodged with the Company's branch share registrar and transfer office in Hong Kong, Tricor Investor Services Limited, at 17th Floor, Far East Finance Centre, 16 Harcourt Road, Hong Kong for registration no later than 4:30 p.m. on Wednesday, 22 March 2023.
3. In order to be valid, a form of proxy, together with any power of attorney or other authority (if any) under which it is signed or a notarially certified copy thereof, must be lodged with the Company's branch share registrar and transfer office in Hong Kong, Tricor Investor Services Limited, at 17th Floor, Far East Finance Centre, 16 Harcourt Road, Hong Kong not less than 48 hours before the time appointed for holding the EGM or any adjournment thereof.

4. Delivery of an instrument appointing a proxy shall not preclude a member of the Company from attending and voting in person at the EGM or any adjournment thereof and, in such event, the instrument appointing a proxy shall be deemed to have been revoked.
5. If a typhoon signal No. 8 or above is hoisted or a “black” rainstorm warning signal is in force at any time at or before 11:00 a.m. on the date of the EGM, the EGM will be adjourned. The Company will post an announcement on the websites of the Stock Exchange ([www.hkexnews.hk](http://www.hkexnews.hk)) and the Company ([www.shimaofuwu.com](http://www.shimaofuwu.com)) to notify shareholders of the date, time and place of the adjourned meeting. The EGM will be held as scheduled when an Amber or a Red Rainstorm Warning Signal is in force. Shareholders should decide on their own whether they would attend the EGM under bad weather conditions bearing in mind their own situations.
6. In addition, no refreshments will be served and no corporate gifts will be distributed at the EGM.

*As at the date of this notice, the Board comprises four Executive Directors, namely Mr. Hui Sai Tan, Jason (Chairman), Mr. Ye Mingjie (President), Mr. Cao Shiyang and Mr. Cai Wenwei; one Non-executive Director, namely, Ms. Tang Fei; and three Independent Non-executive Directors, namely, Mr. Gu Yunchang, Ms. Zhou Xinyi and Mr. Hui Wai Man, Lawrence.*