

Ahsay Backup Software Development Company Limited

亞勢備份軟件開發有限公司

(Incorporated in the Cayman Islands with limited liability)

(Stock code: 8290)



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10 January 2024

Dear Shareholders

### New Arrangements on Dissemination of Corporate Communications

#### INTRODUCTION

Pursuant to new Rule 16.04A<sup>1</sup> of the Rules (the “**GEM Listing Rules**”) Governing the Listing of Securities on GEM of The Stock Exchange of Hong Kong Limited (the “**Stock Exchange**”) and the articles of association of Ahsay Backup Software Development Company Limited (the “**Company**”), the Company will disseminate all future corporate communications of the Company (the “**Corporate Communications**”<sup>2</sup>) to its shareholders (the “**Shareholder(s)**”<sup>3</sup>) electronically and will only send Corporate Communications in printed form to the Shareholders upon request.

In connection with the aforesaid, the following arrangements will come into effect on 10 January 2024:

#### ARRANGEMENTS

##### 1. Corporate Communications

The Company will make the Corporate Communications available on its website ([www.ahsay.com.hk](http://www.ahsay.com.hk)) and the Stock Exchange’s website ([www.hkexnews.hk](http://www.hkexnews.hk)).

The Company will not send a notice of publication of the website version<sup>4</sup> of Corporate Communications to its Shareholders. The Shareholders are encouraged to proactively monitor the availability of all future Corporate Communications on the websites and access the website version of Corporate Communications by themselves.

##### 2. Actionable Corporate Communications

The Company will send actionable corporate communications (“**Actional Corporate Communications**”<sup>5</sup>) to its Shareholders individually in electronic form by email. If the Company does not possess the email address of a Shareholder or the email address provided is not functional<sup>6</sup>, the Company will send Actionable Corporate Communications in printed form together with a request form for soliciting the Shareholder’s functional email address to facilitate electronic dissemination of Actionable Corporate Communications in the future.

### **3. Provision of Shareholder's Email Address to the Company**

In support of electronic communication by email, the Company recommends its Shareholders to complete the online form by scanning the above QR Code which is valid by 10 March 2024. Should the Shareholders, if for any reason, have difficulty in gaining access to the online form, they may provide the Company with their email address at any time in the future by reasonable notice in writing to the Company's branch share registrar in Hong Kong, Tricor Investor Services Limited at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong or by email to 8290-ecom@hk.tricorglobal.com.

It is the responsibility of the Shareholders to provide email address that is functional. If the Company does not possess the email address of a Shareholder or the email address provided is not functional, the Company will act according to the above arrangements. The Company will be considered to have complied with the GEM Listing Rules if it sends Actionable Corporate Communications to the email address provided by a Shareholder without receiving any "non-delivery message".

### **4. Request for Corporate Communications and Actionable Corporate Communications in Printed Form**

For Shareholders who wish to receive the printed version of future Corporate Communications and Actionable Corporate Communications) or, if for any reason, have difficulty in gaining access to the Company's website, the Company will, upon receipt of request in writing by the Shareholders to the Company's branch share registrar in Hong Kong, Tricor Investor Services Limited at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong or by email to 8290-ecom@hk.tricorglobal.com, send future Corporate Communications and/or the relevant Corporate Communications (as the case may be) to such Shareholders in printed form free of charge.

Details of the arrangements for (i) the dissemination of Corporate Communications; and (ii) request for printed copy of Corporate Communications are published under the section Investor Relations in the Company's website ([www.ahsay.com.hk](http://www.ahsay.com.hk)). For any queries in relation to this letter, please call the Company's branch share registrar in Hong Kong, Tricor Investor Services Limited, at 2980 1333 during business hours from 9:00 a.m. to 6:00 p.m. from Monday to Friday, excluding Hong Kong public holidays, or by sending an email to 8290-ecom@hk.tricorglobal.com.

- 1 *With effect from 31 December 2023.*
- 2 *Corporate Communications include 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) the quarterly report, if any; (d) a notice of meeting; (e) a listing document; (f) a circular; and (g) a proxy form.*
- 3 *Holder(s) of the Share(s) of the Company.*
- 4 *The version of Corporate Communications being published, in both English and Chinese, on the Company's website.*
- 5 *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.*
- 6 *It is the responsibility of a Shareholder to provide email address that is functional. The Company will be considered to have complied with the GEM Listing Rules if it sends Actionable Corporate Communications to the email address provided by a Shareholder without receiving any "non-delivery message".*

By the order of the Board  
**Ahsay Backup Software Development Company Limited**  
**Chong Siu Ning**  
*Chairman and Executive Director*