

Name(s) and Address of Registered Shareholder(s)

QR Code

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**WING TAI PROPERTIES LIMITED**  
永泰地產有限公司  
(Incorporated in Bermuda with limited liability)  
(Stock Code: 0369)



19 January 2024

Dear Shareholders

**New Arrangements on Dissemination of Corporate Communications**

**INTRODUCTION**

Pursuant to new Rule 2.07A<sup>1</sup> of the Rules Governing the Listing of Securities (the “Listing Rules”) on The Stock Exchange of Hong Kong Limited (the “Stock Exchange”) and the amended and restated bye-laws of Wing Tai Properties Limited (the “Company”), the Company will disseminate its future Corporate Communications<sup>2</sup> and Actionable Corporate Communications<sup>3</sup> to its Shareholders<sup>4</sup> in the manner described herein.

In this connection, the following arrangements will come into effect from the date hereof.

**ARRANGEMENTS**

1. Actionable Corporate Communications

The Company will send the Actionable Corporate Communications to its Shareholders individually in electronic form by email. If a Shareholder does not provide an email address to the Company or the email address provided is not functional<sup>5</sup>, the Company will send the 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.

## 2. Corporate Communications

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

A notice of availability of the Website Version<sup>6</sup> of Corporate Communications, in both English and Chinese, will be sent by the Company to Shareholders by email or by post (if the Shareholder does not provide an email address to the Company or the email address provided is not functional<sup>5</sup>) on the publication date of the Corporate Communications.

### **PROVISION OF SHAREHOLDER'S EMAIL ADDRESS AND PREFERENCE OF THE MEANS TO RECEIVE CORPORATE COMMUNICATIONS 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 until 18 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 and preference of the means to receive Corporate Communications at any time in future by reasonable notice in writing to Tricor Standard Limited, the Company's Hong Kong branch share registrar and transfer office (the "Branch Share Registrar") at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong or by email to [369-ecom@hk.tricorglobal.com](mailto:369-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 Listing Rules if it sends Actionable Corporate Communications to the email address provided by a Shareholder without receiving any "non-delivery message".

### **FUTURE REQUEST FOR PRINTED COPY OF CORPORATE COMMUNICATIONS AND ACTIONABLE CORPORATE COMMUNICATIONS**

For those Shareholders who wish to receive a printed copy of all 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 Shareholder to the Branch Share Registrar, send future Corporate Communications and Actionable Corporate Communications to such Shareholders in printed form by mail free of charge. In future, please complete and return the "Corporate Communications Request Form" published under the section "Investor Relations – Corporate Communications Dissemination" in the Company's website ([www.wingtaiproperties.com](http://www.wingtaiproperties.com)) in accordance with the instructions printed thereon to the Branch Share Registrar at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong or by email to [369-ecom@hk.tricorglobal.com](mailto:369-ecom@hk.tricorglobal.com).

Please note that the request for printed copy of Corporate Communications and Actionable Corporate Communications will be valid for one year from the date of the request unless being revoked or superseded (whichever is earlier). Further request in writing will be required if a Shareholder prefers to continue receiving printed copy of future Corporate Communications and Actionable Corporate Communications.

Details of the arrangements (i) for dissemination of Corporate Communications and (ii) for requesting printed copy of Corporate Communications are published under the section "Investor Relations – Corporate Communications Dissemination" in the Company's website ([www.wingtaiproperties.com](http://www.wingtaiproperties.com)).

For any queries in relation to this letter, please call the Branch Share Registrar at (852) 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 [369-ecom@hk.tricorglobal.com](mailto:369-ecom@hk.tricorglobal.com).

*Notes:*

- <sup>1</sup> *With effect from 31 December 2023.*
- <sup>2</sup> *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, 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.*
- <sup>3</sup> *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.*
- <sup>4</sup> *Holder(s) of the Share(s) of the Company.*
- <sup>5</sup> *It is the responsibility of a Shareholder to provide email address that is functional. The Company will be considered to have complied with the Listing Rules if it sends Actionable Corporate Communications to the email address provided by a Shareholder without receiving any "non-delivery message".*
- <sup>6</sup> *The version of Corporate Communications being published, in both English and Chinese, on the websites of the Stock Exchange and the Company.*

*By Order of the Board*  
**Wing Tai Properties Limited**  
**Chung Siu Wah, Henry**  
*Company Secretary and Group Legal Counsel*