

海港企業有限公司

(於香港註冊成立的有限公司) 股份代號:51

各位股東:

致登記股東之函件 -選擇公司通訊之收取方式及語文版本

根據《香港聯合交易所有限公司證券上市規則》(「《上市規則》」)、香港法例第622章《公司條例》及海港企業有限公司(「本公司」)之組織章程細則,本公司將提供下列選項以便 閣下收取本公司日後所有公司通訊1(「公司通訊1):

- (1) 於本公司網站 www.harbourcentre.com.hk 閱覽日後所有公司通訊以代替收取印刷本 (「網站版」),並透過電郵收取(i)公司通訊已在本公司網站發布的通知及(ii)本公司日後所有可供採取行動的公司通訊²(「可供採取行動的公司通訊」)電子版(統稱為「電子選項」);或
- (2) 僅收取日後所有公司通訊之英文印刷本;或
- (3) 僅收取日後所有公司通訊之中文印刷本;或
- (4) 同時收取日後所有公司通訊之英文及中文印刷本。

為節約用紙及節省印刷和郵遞費用,本公司建議 閣下選擇電子選項(即上述第(1)項)。如 閣下選擇電子選項,須在隨附之回覆表格(「回覆表格」)提供有效的電郵地址,以便透過電郵收取(i)日後所有公司通訊已在本公司網站發布的通知;及(ii)日後所有可供採取行動的公司通訊電子版。

為方便 閣下作出選擇,請在回覆表格上的適當空格內劃上「✔」號及簽署,並將其交回本公司(由本公司股份過戶登記處卓佳登捷時有限公司(「股份過戶登記處」)代收)。回覆表格可郵寄(在本港投寄無需貼上郵票,請使用所提供之郵寄標籤)或人手送遞至香港夏慤道16號遠東金融中心17樓。

如本公司於二〇二四年二月二十九日仍未收到 閣下已填寫及簽署妥當的回覆表格或表示反對的回應,則 閣下將被視為已同意收取公司通訊網站版,直至 閣下向本公司發出合理時間的書面事先通知(由股份過戶登記處代收)更改選擇為止。今後,公司通訊已在本公司網站發布的通知及可供採取行動的公司通訊會郵寄或電郵(如先前已收到 閣下的同意及有效的電郵地址)予 閣下。

閣下可隨時向本公司發出合理時間的書面事先通知(以郵寄或人手遞交方式送遞)或電郵至 harbourcentre-ecom@hk.tricorglobal.com (均由股份過戶登記處代收),更改 閣下對公司通訊之收取方式及/或語文版本的選擇。如 閣下已選擇(或被視為已選擇)網站版,但因任何原因以致 閣下在收取或閱覽公司通訊方面出現困難, 閣下可向本公司發出書面要求或電郵至 harbourcentre-ecom@hk.tricorglobal.com (均由股份過戶登記處代收)索取公司通訊的印刷本,本公司會應要求向 閣下免費送遞。

敬請注意, 閣下先前關於收取公司通訊印刷本的指示(如有)將不再適用。日後所有公司通訊的英文及中文印刷本均可於本公司及股份過戶登記處索取,亦會上載於本公司網站www.harbourcentre.com.hk(由首次發布日期起計存放不少於五年)及香港交易及結算所有限公司網站www.hkexnews.hk供閱覽。

如 閣下對本函有任何疑問,請於星期一至五(香港公眾假期除外)上午九時至下午六時致電股份過戶登記處客戶服務熱線(852) 2980-1333查詢。

海港企業有限公司 公司秘書 何麗珠 代行

二〇二四年一月二十九日

Ref. 00051-1

[「]公司通訊」指本公司的年報/中期報告書、通告、通函、代表委任表格(包括《上市規則》所界定的任何「公司通訊」)。

^{· 「}可供採取行動的公司通訊」指本公司任何涉及要求股東指示其擬如何行使其有關股東的權利或作出選擇的公司通訊。 為免出現疑問,股東大會通告及代表委任表格不被視為可供採取行動的公司通訊。



HARBOUR CENTRE DEVELOPMENT LIMITED

海港企業有限公司

(Incorporated in Hong Kong with limited liability) (於香港註冊成立的有限公司) Stock Code 股份代號:51

Means of Receipt and Language of Corporate Communications 公司通訊之收取方式及語文版本

REPLY FORM 四復表格	
То:	Harbour Centre Development Limited (the "Company") (Stock Code: 51) c/o Tricor Tengis Limited (the "Share Registrar") 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong
本人 / (Pleas	would like to receive all future Corporate Communications ⁵ of the Company (the "Corporate Communications") in the manner as indicated below: 〈吾等欲以下列所示方式收取本公司日後所有公司通訊⁵([公司通訊]): <i>e mark "√" in ONLY ONE of the following boxes to indicate your choice and consent)</i> 選取下列 <i>其中一個空格劃上「✓」號以示 阁下的選擇及同意)</i>
	to read all future Corporate Communications on the Company's website at www.harbourcentre.com.hk in lieu of receiving printed copies, and to receive (i) notifications of the publication of the Corporate Communications on the Company's website and (ii) all future Actionable Corporate Communications' of the Company (the "Actionable Corporate Communications") in electronic form, through my/our email address below; OR 於本公司網站 www.harbourcentre.com.hk 閱覽日後所有公司通訊,以代替收取印刷本,及透過以下本人/ 吾等之電郵地址收取(i)公司通訊已在本公司網站發布的通知及(ii)本公司日後所有可供採取行動的公司通訊。(「可供採取行動的公司通訊」)電子版;或
	Email Address 電郵地址:
	(Please use BLOCK CAPITAL. The Company will send to the email address provided above (if any) only (i) notifications of the publication of the Corporate Communications on the Company's website and (ii) all future Actionable Corporate Communications in electronic form. If no email address is provided or the email address provided is not functional (where the system-generated "non-delivery message" is received), (i) a notification letter of the publication of the Corporate Communications on the Company's website and (ii) the Actionable Corporate Communications will be sent to you by post at your address as appears in the Company's register of members.) (請用正權填寫。本公司只會經以上提供的電郵地址(知有)發送(i)公司通訊已在本公司網站發布之通知及(ii)日後所有可供採取行動的公司通訊電子版。如 閣下未有提供電郵地址或所提供的電郵地址無效(即收到系統生成的「發送失敗訊息」),則會按 閣下在本公司股東名冊上所示之地址向 閣下郵寄(i)公司通訊已在本公司網站發布之通知的及(ii)可供採取行動的公司通訊。)
	to receive printed English version only of all future Corporate Communications; OR 僅收取日後所有公司通訊之 英文印刷本 ;或
	to receive printed Chinese version only of all future Corporate Communications; OR 僅收取日後所有公司通訊之 中文印刷本 ;或
	to receive both the printed English and Chinese versions of all future Corporate Communications. 同時收取日後所有公司通訊之 英文及中文印刷本 。
Name 股東如	(s) of Shareholder(s) Signature 生名 簽署
<u> </u>	Please use BLOCK CAPITAL 請用正楷填寫
	ct telephone number Date ag 日期 日期
	$H(\lambda)$

Notes 附註:

- If the Company does not receive a duly completed and signed Reply Form or a response indicating objection from you by 29 February 2024 and until you inform the Company c/o the Share Registrar by reasonable prior notice in writing of your change of choice, you will be deemed to have consented to read all future Corporate Communications on the Company's website only. Notifications of the publication of the Corporate Communications on the Company's website and the Actionable Corporate Communications will be sent to you by post in future. 如本公司於二〇二四年二月二十九日仍未收到 閣下已損害及簽署安富會回閱業未成支勢的回應,則 閣下將被視為已同意只於本公司劉站閣覽已後所有公司短訊,直至 閣下向本公司發出合理時間的書面事先通知(由股份過戶登記處代收)更改選擇為止。今後,公司通訊已在本公司網站發布的通知及可供採取行動的公司通訊會郵寄予 閣下。
- 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 on this Reply Form in order to be valid.
 如 閣下的股份屬聯名持有,則就聯名持有相關股份在本公司股東名冊上名列首位的股東簽署本表格方為有效。
- The above instruction will apply to all future Corporate Communications and Actionable Corporate Communications to be sent to Shareholders of the Company until you notify the Company otherwise by giving the Company c/o the Share Registrar reasonable prior notice in writing or by email to harbourcentre-ecom@hk.tricorglobal.com. 上述指示编用於本公司自接向本公司數果發送之所有公司強訊及可供採取行動的公司通訊。直至 関下向本公司發出合理時間的書面事先通知或電郵至harbourcentre-ecom@hk.tricorglobal.com (均由股份過戶登記處代收) 通知本公司 関下作出其它選擇為止。
- "Corporate Communications" refer to annual/interim reports, notices, circulars, proxy forms of the Company, including any "Corporate Communication" as defined in the Listing Rules 「公司通訊」指本公司的年報/中期報告書、通告、通函、代表委任表格(包括《上市規則》所界定的任何「公司通訊」)。
- "Actionable Corporate Communications" refer to any corporate communication from the Company that seeks instructions from Shareholders on how they wish to exercise their rights or make an election as the Shareholders of the Company. For the avoidance of doubt, notices of general meeting and proxy forms are not regarded as Actionable Corporate Communications. 「可供採取行動的公司通訊」指本公司任何涉及要求股東指示其擬如何行使其有關股東的權利或作出選擇的公司通訊。為免出現疑問,股東大會通告及代表委任表格不被視為可供採取行動的公司通訊。

Personal Information Collection Statement 收集個人資料聲明

Your supply of your name(s) and other personal data is on a voluntary basis for the purpose of processing your instructions as stated in this Reply Form for receiving the Corporate Communications (the "Purposes"). We may transfer such data provided by you to our Share Registrar and agent(s) for the Purposes or such other parties who are authorised by law to request the information. The data 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 correction of the relevant personal data in accordance with the provisions of the Personal Data (Privacy) Ordinance (Cap. 486 of the laws of Hong Kong) and any such request should be made in writing to the Personal Data Privacy Officer of Tricor Tengis Limited at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong.

IN The American Privacy Ordinance (Cap. 486 of the laws of Hong Kong) and any such request should be made in writing to the Personal Data Privacy Officer of Tricor Tengis Limited at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong.

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Mailing Label 郵寄標籤

Tricor Tengis Limited 卓佳登捷時有限公司 Freepost No. 簡便回郵號碼10 GPO Hong Kong 香港

Please cut and stick the mailing label (on the right) on the envelope to return this Reply Form to us.

No postage stamp is required for local mailing。 閣下寄回此回覆表格時,請將右方的郵寄標籤剪貼於信封上。 如在本港投寄, 閣下無需貼上郵票。

Harbour Centre Development Limited 海港企業有限公司 (51)