

## Overseas Chinese Town (Asia) Holdings Limited 華僑城(亞洲)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 股份代號: 03366)

15 March 2024

Dear registered shareholder(s),

## **Arrangement of Electronic Dissemination of Corporate Communications**

Pursuant to Rule 2.07A of the Rules Governing The Listing of Securities on The Stock Exchange of Hong Kong Limited (the "Listing Rules") under the expansion of paperless listing regime and electronic dissemination of corporate communications that came into effect on 31 December 2023, Overseas Chinese Town (Asia) Holdings Limited (the "Company") is writing to inform you that the Company has adopted electronic dissemination of corporate communications (the "Corporate Communication"), which mean any documents issued or to be issued by the Company for the information or action of holders of any of its securities, 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) a notice of meeting; (d) a listing document; (e) a circular and (f) a proxy form.

Please note that both the English and Chinese versions of all future Corporate Communications will be available electronically on the website of the Company at <a href="https://www.oct-asia.com">www.oct-asia.com</a> and the HKEXnews website at <a href="www.hkexnews.hk">www.hkexnews.hk</a> in place of printed copies. If required, the Company will send a notice of publication (the "Notices of Publication"), stating the Corporate Communications published on websites, to each registered shareholder by email or by post (only when the Company does not possess a functional email address of a registered shareholder).

Solicitation of electronic contact details

To ensure timely receipt of the Actionable Corporate Communications\* and (if required) Notices of Publication by email, the Company recommends you provide your email address by scanning your personalized QR code printed on the enclosed reply form (the "**Reply Form**"). Alternatively, you may sign and return the Reply Form to the Company's Hong Kong share registrar (the "**Share Registrar**"), Computershare Hong Kong Investor Services Limited, at 17M Floor, Hopewell Centre, 183 Queen's Road East, Wan Chai, Hong Kong.

If the Company does not receive a functional email address in your reply, until such time that a functional email address is provided to the Share Registrar, the Company will send the Actionable Corporate Communications\* and (if required) Notices of Publication in printed form in the future by post at your address as appearing in the Company's register of members maintained by the Share Registrar.

If you want to receive the Corporate Communications instead of the notice of publication in printed form, please complete and return the Reply Form to the Share Registrar or send an email to <a href="mailto:octasia.ecom@computershare.com.hk">octasia.ecom@computershare.com.hk</a> specifying your name, address and request to receive the Corporate Communications in printed form. Please note that such instruction shall be valid for one year starting from the receipt date of your instruction and will expire thereafter.

Should you have any queries relating to this letter, please contact the Share Registrar at (852) 2862 8688 during business hours from 9:00 a.m. to 6:00 p.m. (Hong Kong time), Mondays to Fridays, excluding Hong Kong public holidays.

By the order of the Board

Overseas Chinese Town (Asia) Holdings Limited

Liu Yu

Chairman

\* Actionable Corporate Communication is any corporate communication that seeks instructions from issuer's securities holders on how they wish to exercise their rights or make an election as the issuer's securities holder.

各位登記股東:

## 以電子方式發佈公司通訊之安排

根據自 2023 年 12 月 31 日起生效的擴大無紙化上市機制及以電子方式發佈公司通訊規定下香港聯合交易所有限公司證券上市規則(「**上市規則**」)第 2.07A 條,華僑城(亞洲)控股有限公司(「**公司**」)謹此通知 閣下,公司已採用以電子方式發佈公司通訊(「**公司通訊**」)之安排,該公司通訊是指公司為向其任何證券持有人提供資訊或提醒其採取行動而發佈或將要發佈的任何文件,包括但不限於(a)董事會報告、年度帳目以及審計報告副本以及(如適用)財務摘要報告; (b) 中期報告及其中期報告摘要(如適用); (c) 會議通知; (d) 上市文件; (e) 通函和 (f) 委任表格。

請注意,所有未來公司通訊的英文版和中文版將在公司網站 www.oct-asia.com 和披露易網站 www.hkexnews.hk 上提供,以代替印刷本。如需,公司將以電子郵件或郵寄方式(只在本公司沒有登記股東的有效電子郵件地址時)向登記股東發出刊登通知(「**刊登通知**」),說明已經在網頁發佈了的公司通訊。

徵集電子聯絡資料

為確保及時以電郵收到可供採取行動的公司通訊\*和(如需)刊登通知,公司建議 閣下透過掃描回條(「**回條**」)上列印的閣下專屬二維碼來提供 閣下的電子郵件地址。 或者, 閣下也可以簽署回條並交回公司的香港股份過戶登記處(「**股份過戶處**」)香港中央證券登記有限公司,地址為香港灣仔皇后大道東 183 號合和中心 17M 樓。

如果公司沒有收到 閣下的有效電子郵件地址,直至股份過戶處收到 閣下有效的電子郵件地址前,本公司未來將以印刷本形式發送可供採取行動的公司通訊\*和(如需)刊登通知到股份過戶處所存置的股東名冊上所示的閣下地址。

若閣下希望收取公司通訊而非發佈公司通訊的通知之印刷版,請填妥回條並交回股份過戶處,或發送電子郵件至 octasia.ecom@computershare.com.hk,並註明 閣下的姓名、地址以及收取公司通訊印刷版的要求。請注意,收取未來公司通訊印刷版之指示由收悉 閣下指示當日起計一年內有效,此後將過期。

如 閣下對本函件有任何疑問,請於辦公時間星期一至五(香港公眾假期除外)上午 9 時正至下午 6 時正(香港時間)期間致電股份過戶處(852) 2862 8688 查詢。

承董事會命 **華僑城(亞洲)控股有限公司** *主席* 劉宝

2024年3月15日

\* 可供採取行動的公司通訊指任何涉及要求發行人的證券持有人指示其擬如何行使其有關證券持有人的權利的公司通訊。

REPLY	<b>FORM</b>	回條
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Computershare Hong Kong Investor Services Limited

(The "Share Registrar") 17M Floor, Hopewell Centre,

183 Queen's Road East, Wanchai, Hong Kong

(「股份過戶處」) 香港灣仔皇后大道東 183 號 合和中心 17M 樓

香港中央證券登記有限公司

(Please <u>choose ONLY ONE</u> of the options below) (請從以下選項中只**選擇其中一項**)

Option	1:	Provide	your	email	addr	ess	for	receipt	of	futu	re	Actionable	Corp	ora	te
	(	Communic	cations	(Note 2)	and	(if	rec	quired)	Not	tices	of	Publication	1 <sup>(Note</sup>	3) (	of
	+	ha Compa	ny via	alactro	nic di	con	ninat	ion by e	cani	nina s	70111	r narcanaliza	AO De	cod	l۵

選項 1: 閣下專屬二維碼提供 閣下之電子郵件地址,以接收公司通過電子方式 未來發佈的可供採取行動的公司通訊(<sup>附註2</sup>)和(如需)刊登通知(<sup>附註3</sup>)

You are **NOT required** to return this Reply Form if you choose Option 1.

如選擇了選項1, 閣下無須交回本回條。

Personalized QR Code 專屬二維碼

Option 2: I/we hereby provide my/our email address in writing for receipt of future Actionable Corporate Communications (Note 2) and (if required) Notices of Publication (Note 3) of the following listed company (the "Company") via electronic dissemination 本人/吾等現以書面提供本人/吾等之的電子郵件地址・以收取以下上市公司(「公司」)通過電子方式未來發佈的可供採取行動的公司通訊 (附註2)和 (如需)刊登通知 (附註3)						
Name of Securities holder(s) 證券持有人姓名: Name of the listed company 上市公司名稱: Overseas Chinese Town (Asia) Holdings Limited 華僑城(亞洲)控股有限公司						
Email address 電郵地址: (Notes 4 / 附註 4)						

Option 3: I/we hereby request for receipt of Corporate Communications (Note 5) in printed form (Please mark "\sqrt{"}" in the below box if applicable)	
選項3: 本人/吾等現要求收取公司通訊 <sup>(附註5)</sup> 印刷版 (如適用·請在以下方格內劃上「✓」號)	
receive future Corporate Communications <sup>(Note 5)</sup> in printed copy and noted that this instruction is valid only for one year starting from the receipt date of instruction. (Notes 6) 收取未來公司通訊 <sup>(附註 5)</sup> 的印刷本·並已知悉本指示由收取指示日期起計一年內有效。( <sup>附註 6)</sup>	)

Signature(s): (Notes 1)	Contact number:	Date:
簽名: <sup>(附註 1)</sup>	聯絡電話號碼:	日期:
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- Notes 附註:
  1. Please complete all your details clearly. If your shares are held in joint names, all of the joint shareholders should jointly sign this Reply Form in order to be valid. Any Reply Form with no signature or otherwise incorrectly form. completed will be void. For the avoidance of doubt, the Company does not accept any other instructions given on this Reply Form. 請清楚填妥 閣下之所有資料。如屬聯名般東·則本回條須由所有聯名般東聯合簽署·方為有效。任何回條若未有簽署或在其他方面填寫不正確·則回條將會作廢。為免存疑·在本回條上的任何額外指示·公司將不予處理。
- Actionable Corporate Communication is any corporate communication that seeks instructions from issuer's securities holders on how they wish to exercise their rights or make an election as the issuer's securities holder 可供採取行動的公司通訊指任何涉及要求發行人的證券持有人指示其擬如何行使其有關證券持有人的權利。
- 可供採取行動的公司通訊指任何涉及要求發行人的證券持有人指示其變如何行使其有關證券持有人的權利。
  Notices of Publication are, if required, any notices of publication of the Company stating the Corporate Communications of the Publication are, if required, any notices of publication of the Company stating the Corporate Communications of the registered shareholder registered shareholder in the publication of the Company shareholder registered shareholder.

  利登通知指在任何。如壽、以電子影件或影響方式(只在登記股東要求或本公司登記股東的有效電子影件地批時)向登記股東要出公司的引登通知。說明已經在網頁發佈了的公司通訊。

  If the Company does not receive a functional email address is provided to the Share Registrar, the Company will send the Actionable Corporate Communication and (if required) Notices of Publication in printed form in the future. If you provide more than one email address by QR code, email, reply form and/or other means, only the latest one email address provided will be registered. 如公司表沒有效到 關下的有效電子器件地址,直至股份過戶處收到 電下有效的電子器件地址前。本公司未來將以印刷本形式發送可供取行動的公司通訊和(如需)刊登通知。如 閣下通過一維碼、電影、回緣及/或 其他方式提供多於一個的電子器件地址,只有 閣下最後提供的電子器件地址前會被用於包定。
  Unless otherwise specified, Corporate Communications refer to any documents issued or to be issued by the Company for the information or action of holders of any of its securities, including but not limited to the annual report, interim report, notice of meetine, circular and proxy form.
- report, interim report, notice of meeting, circular and proxy form. 原序另列註明:公司總訊乃指公司已發出或將子發出以供其任何證券的持有人參照或採取行動的任何文件・其中包括但不限於年報、中期報告、會議通告、通函及代表委任表格。 If you mark "v" in the box in Option 3, no email address will be registered and only Corporate Communications in printed form will be received. 如 閣下在選項3方格內劃上「✔」號・將不會有電子郵件地址被登記・只有公司通訊的印刷版會被收取。

## PERSONAL INFORMATION COLLECTION STATEMENT 收集個人資料聲明

- SONAL INFORMATION COLLECTION STATEMENT (項集個人資料養明
  "Personal Data" in this statement has the same meaning as "personal data" in the Personal Data (Privacy) Ordinance, Chapter 486 of the Laws of Hong Kong ("PDPO").
  本聲明中所指的「個人資料,與香港法例第 486章 【個人資料(私膳)條例》(「《私膳傳》條例》),中「個人資料」的遊義相同。
  "Your Personal Data provided in this Reply Form will be used in connection with, including but not limited to, the Company's electronic dissemination of Corporate Communications and to liaise with you on other matters relating to your holdings in the Company, Your supply of Personal Data to the Company is on a voluntary basis. In case of a failure to provide sufficient information, the Company may not be able to process your instruction and/or request as stated in this Reply Form.

  國下於本回條所提供的個人資料將用於包括但不限於分類從可以電子方式發佈公司遊訊及就 個下持有的公司證券有關的其他事宜上與 國下聯絡。國下是自願向本公司提供個人資料。若 國下未能提供足夠資料。
  本公司可能無法經理 間下在如何能入戶地域的排不及必要要求
  Your Personal Data may be disclosed or transferred by the Company to its subsidiaries, the Share Registrar, and/or other companies or bodies for any of the stated purposes, or when it is required to do so by law and will be retained for such period as may be necessary for our verification and record purposes.
  公司可就任何所說明的用達或在法例規定的情况下,將 國下的個人資料接戴或轉移給公司的附屬公司或用機 · 並將在適當期間保留該等個人資料作核實及紀錄用途。
  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, by mail to the Hong Kong privacy Officer of the Share Registrar at 17M Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong or by email at Privacy Officer commutershate, commit.
- (iii)
- <u>PrivacyOfficer@computershare.com.hk.</u> 閣下有權根據(私腰條例)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郵寄至股份過戶處(地址為香港灣仔皇后大道東 183 號合和中心 17M 樓)向香港隱私主 任提出,或發送電郵至 <u>PrivacyOfficer@computershare.com.hk</u>・

Mailing Label 郵寄標籤

Computershare Hong Kong Investor Services Limited 香港中央證券登記有限公司 Freepost No. 簡便回郵號碼: 37 Hong Kong 香港