



ITE (HOLDINGS) LIMITED
(Incorporated in the Cayman Islands with limited liability)
(Stock Code: 8092)

25 March 2024

Dear Shareholder(s),

Arrangements on Electronic Dissemination of Corporate Communications

Pursuant to Rule 2.07A of the Rules Governing the Listing of Securities (the “**Listing Rules**”) on The Stock Exchange of Hong Kong Limited (the “**Stock Exchange**”) under the expansion of paperless listing regime and electronic dissemination of corporate communications that came into effect on 31 December 2023, ITE (Holdings) Limited (the “**Company**”) has adopted the following arrangements and will disseminate its future corporate communications (the “**Corporate Communications**”) to you electronically by making them available on the Company’s website (www.hkite.com) and the Stock Exchange’s website (www.hkexnews.hk). Corporate Communications in printed form will only be sent to you upon your request.

1. *Actionable Corporate Communications*

The Company will send Actionable Corporate Communications to you individually in electronic form by email. If the Company does not possess your email address or the email address provided is non-functional, the Company will send the Actionable Corporate Communications in printed form together with a reply form for soliciting your functional email address (the “**Reply Form**”) to you to facilitate electronic dissemination of Actionable Corporate Communications in the future.

Please note that it is your responsibility to provide email address that is functional. Shareholder(s) who provide a non-functional email address will lead yourself/yourselves unable to receive the Corporate Communications and Actionable Corporate Communications, and may, as a consequence, be unable to exercise your rights or make an election as Shareholder(s).

2. *Provision, Change or Update of Shareholder’s Email Address*

In support of electronic communications by email, the Company recommends you to take immediate action to:

For registered Shareholders

Complete the Reply Form and send it to the Company’s branch share registrar in Hong Kong (the “**Share Registrar**”), Hong Kong Registrars Limited, at 17M Floor, Hopewell Centre, 183 Queen’s Road East, Wan Chai, Hong Kong, using the mailing label at the bottom of the Reply Form (a stamp is not needed if posted in Hong Kong) or by sending an email to ecom@hkite.com detailed your name(s), contact address and email address. You may change or update your email address at any time in future if you so wish by notice the Share Registrar using the Reply Form or by sending an email to ecom@hkite.com detailed your name(s), contact address, existing email address and new email address.

Please be reminded to use legible handwriting when providing your electronic contact details in the Reply Form.

For non-registered Shareholders

Liaise with your bank(s), broker(s), custodian(s), nominee(s) or HKSCC Nominees Limited through which your shares are held (collectively, the “**Intermediaries**”) and provide/update your email address to your Intermediaries to secure you can receive the Corporate Communications and Actionable Corporate Communications in the future.

3. *Request for Corporate Communications and/or Actionable Corporate Communications in printed form*

For Shareholders who wish to receive Corporate Communications and/or Actionable Corporate Communications in printed version, you are required to make request in writing to the Share Registrar or by email to ecom@hkite.com. The Company will, upon receipt of your request, send future Corporate Communications and/or the relevant Corporate Communications (as the case may be) to you in printed form free of charge. The written request made by you will only be valid for a period of one year unless being revoked or superseded or until expired on 31 December 2024 (whichever is earlier). If you wish to continue receiving Corporate Communications and/or Actionable Corporate Communications in printed version, you are required to make a new request in writing to the Share Registrar or by email to ecom@hkite.com.

Shareholders who wish to be notified of Corporate Communications that are not Actionable Corporate Communications are encouraged to subscribe for the News Alert service on HKEX website (www.hkex.com.hk/eng/invest/user/login_e.aspx) to receive instant notification of the Company’s announcements.

Should you have any queries relating to the above arrangements, please contact the Share Registrar during business hours from 9:00 a.m. to 6:00 p.m. (Hong Kong time) from Monday to Friday, excluding Hong Kong public holidays, or by sending an email to ecom@hkite.com.

Yours faithfully,
By order of the Board
ITE (Holdings) Limited
Lau Hon Kwong Vincent
Chairman

Note:

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 meeting, circular and proxy form; and “Actionable Corporate Communications” refer to any Corporate Communications that seeks instructions from the shareholder(s) of the Company (the “**Shareholder(s)**”) on how they wish to exercise their rights or make an election as Shareholder(s).

REPLY FORM 回條

To: Hong Kong Registrars Limited
(the “Share Registrar”)
17M Floor., Hopewell Centre
183 Queen’s Road East, Wan Chai, Hong Kong

致: 香港證券登記有限公司
(「股份過戶處」)
香港灣仔皇后大道東183號
合和中心17M樓

Name of the Company: ITE (HOLDINGS) LIMITED (Stock code: 8092)
公司名稱: ITE (HOLDINGS) LIMITED (股份代號: 8092)

Name(s) of Shareholder(s):
股東姓名:

(Please use ENGLISH BLOCK LETTERS 請用英文正楷填寫)

Email address:
電郵地址:

Signature(s): (Notes 1)
簽名: (附註1)

Date:
日期:

Notes 附註:

- 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.
請清楚填妥 閣下之所有資料。如屬聯名股東，則本回條須由所有聯名股東聯合簽署，方為有效。
- Any form with no signature or otherwise incorrectly completed will be void.
如在本表格未有簽署或在其他方面填寫不正確，則本表格將會作廢。
- For the avoidance of doubt, the Company does not accept any other instructions given on this Reply Form.
為免存疑，在本回條上的任何額外指示，本公司將不予處理。

PERSONAL INFORMATION COLLECTION STATEMENT 收集個人資料聲明

(i) “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(私隱)條例》(「**私隱條例**」)中「個人資料」的涵義相同。

(ii) Your Personal Data provided in this Reply Form will be used in connection with the Company’s electronic dissemination of Corporate Communications. 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 instructions and/or requests as stated in this Reply Form. 閣下於本回條所提供的個人資料將用於有關本公司以電子方式發佈企業通訊的事宜上。閣下是自願向本公司提供個人資料。若 閣下未能提供足夠資料，本公司可能無法處理 閣下在本回條上所述的指示及/或要求。

(iii) 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.

本公司可就任何所說明的用途或在法例規定的情況下，將 閣下的個人資料披露或轉交予本公司的附屬公司、股份過戶處及/或其他公司或團體，或將在適當期間保留該等個人資料作核實及記錄用途。

(iv) 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 PrivacyOfficer@computershare.com.hk.

閣下有權根據《私隱條例》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)或發送電郵至 PrivacyOfficer@computershare.com.hk 向香港隱私主任提出。

Mailing Label 郵寄標籤

Hong Kong Registrars Limited
香港證券登記有限公司
Freepost No. 簡便回郵號碼: 37
Hong Kong 香港

Please cut the mailing label and stick it on an envelope to return this Reply Form to us.

No postage is necessary if posted in Hong Kong.

當 閣下寄回此回條時，請將郵寄標籤剪貼於信封上。
如在本港投寄，閣下無需支付郵費或貼上郵票。