

SANVO Fine Chemicals Group Limited

三和精化集團有限公司

(Incorporated in the Cayman Islands with limited liability) (於開曼群島註冊成立之有限公司)

(Stock Code: 301) (股份代號: 301)

NOTIFICATION LETTER 通知信函

26 April 2024

Dear Non-registered holders (Note 1),

SANVO Fine Chemicals Group Limited (the "Company")

- Notice of Publication of 2023 Annual Report and Circular of 2023 Annual General Meeting (the "Current Corporate Communications")

The Current Corporate Communications of the Company have been published in English and Chinese languages and are available on the website of The Stock Exchange of Hong Kong Limited ("HKEX") at www.hkexnews.hk and the Company's website at www.sanvo.com. If you have any difficulty in receiving or gaining access to the Current Corporate Communications posted on the Company's website for any reason, please send your request (specifying your name, address and request) by email at hkadmin@sanvo.com or by notice in writing 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. The Company will promptly upon receipt of your request send the Current Corporate Communications to you in printed form free of charge.

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 under the expansion of paperless listing regime and electronic dissemination of corporate communications that came into effect on 31 December 2023, Company is writing to inform you that the Company has adopted electronic dissemination of corporate communications (the "Corporate Communications"), 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 www.sanvo.com and the HKEXnews website at www.hkexnews.hk in place of printed copies. You need to proactively check the Company's website and the HKEXnews website to keep up with the publication of Corporate Communications.

You should 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 your email address to your Intermediaries.

Should you have any queries relating to this letter, please send an email to at the Company at hkadmin@sanvo.com.

Yours faithfully,
By order of the Board
SANVO Fine Chemicals Group Limited
Mr. Chen Bingqiang
Chairman, Chief Executive Officer and Executive
Director

Note: This letter is addressed to Non-registered holders ("Non-registered holder" means such person or company whose shares are held in The Central Clearing and Settlement System (CCASS) and who has notified the Company from time to time through Hong Kong Securities Clearing Company Limited to receive Corporate Communications). If you have sold or transferred your shares in the Company, please disregard this letter and the Reply Form on the reverse side.

各位非登記持有人^(附註):

三和精化集團有限公司(「本公司」)

- 2023 年報及 2023 年股東週年大會通函 (「本次公司通訊文件」) 之發佈通知

本公司的本次公司通訊文件備有中、英文版本,並已上載於香港聯合交易所有限公司(「**香港交易所**」)網站(<u>www.hkexnews.hk</u>)及本公司網站(<u>www.sanvo.com</u>),歡迎瀏覽。 閣下若因任何理由以致在收取或接收載於本公司網址上的本次公司通訊文件出現困難, 閣下可將要求(註明 閣下的姓名、地址及要求)以電郵方式發送到本公司之電郵地址 <u>hkadmin@sanvo.com</u>或以書面方式郵寄致本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。本公司將於接到 閣下通知後,盡快向 閣下免費發送有關本次公司通訊文件的印刷本。

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第 2.07A 條,本公司謹此通知 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,該公司通訊是指本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布的任何文件,包括但不限於(a) 董事報告、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(如適用)其中期報告摘要; (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本公司網站 <u>www.sanvo.com</u>和披露易網站 <u>www.hkexnews.hk</u>上提供,以代替印刷本。 閣下需要主動 查看公司網站和披露易網站以留意公司通訊的發佈。

閣下應聯絡代 閣下持有股份的銀行、經紀、託管商、代理人或香港中央結算(代理人)有限公司(統稱「中介公司」),並向 閣下的中介公司提供 閣下的電子郵件地址。

若 閣下希望收取公司通訊之印刷本,請填妥本函背頁之回條並交回股份過戶處,地址為香港灣仔皇后大道東 183 號合和中心 17M 樓或發送電子郵件至 hkadmin@sanvo.com, 並註明 閣下的姓名、地址以及收取公司通訊印刷本的要求。

如 閣下對本函件有任何疑問,請發送電子郵件至 hkadmin@sanvo.com 與公司聯絡。

承董事會命 **三和精化集團有限公司** 主席、行政總裁及執行董事 **陳炳强先生** 謹啟

2024年4月26日

Personalized QR Code 專屬二維碼

REPLY	FORM	回條
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Computershare Hong Kong Investor Services Limited (The "Share Registrar") 致:

香港中央證券登記有限公司(「股份過戶處」)

17M Floor, Hopewell Centre

香港灣仔皇后大道東 183 號 合和中心 17M 樓

183 Oueen's Road East, Wanchai, Hong Kong

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

Option 1: Provide your email address for receipt of future Actionable Corporate Communications(Note 3) of the Company via electronic dissemination by scanning

your personalized QR code

選項 1: 掃瞄 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 發佈可供採取行動的未來公司通訊^(#註3)

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。

Option 2: I/we hereby provide my/our email address in writing for receipt of future Actionable Corporate Communications (Note 3) of the following listed company (the "Company") via electronic dissemination 選項 2: 本人/吾等現以書面提供本人/吾等之的電子郵件地址,以確保收到以下上市公司(「公司」)通過電子方式發佈可供採取行動的未來公司通訊(Mit 3)									
Name of Securities holder(s) 證券持有人姓名: Name of the listed company 上市公司名稱: SANVO Fine Chemicals Group Limited 三和精化集團有限公司									
Email address 電郵地址:									
Option 3: I/we hereby request for receipt of Corporate Communications* in printed form (Please mark "✓" in the below box if applicable)									

~		(Note 1)			~				
	収取を	未來公司通訊"的日	7刷本,並已知悉2	本指示由收取指	示日期起計一年內有效。 ^(解註5)				
receive future Corporate Communications* in printed copy and noted that this instruction is valid only for one year starting from the receipt date of instruction. (Note 5)									
	選項 3:	本人/吾等現要求	: 收取公司通訊*日	印刷版 (如適	用,請在以下方格內劃上「✔」	號)			
				-	•		**	,	

Contact number: 聯絡電話號碼:

Date:

Signature(s): 簽名: (### 1)

日期:

Notes 附註: 1. Plear

- 的公司通訊。 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 開下通過二維碼。電郵、回線及域失地方式提供多於一個的電子郵件地址、另有 開下通過二維码。電影 阿拉拉姆會被用於登記。 If you mark "" in the box in Option 3, no email address will be registered and only Corporate Communications" in printed form will be received. 如 開下在週項3 方格内動上 [4] 號,將不會有電子鄉件地址被登記,只有公司通訊*的印刷版會被收取。 For the avoidance of doubt、the Company does not accept onn other instructions given on this Reply Form. 為免存級,在本回錄上的任何個外指示,公司終不予處理。

- 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 (a) the directors' report, its annual accounts together with a copy of the auditors' report and, where applicable, its summary interim 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. 除来另有证明,公司通讯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(a) 董事報告、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(如適用)其務摘要報告; (c) 會議通知; (d) 上市文件; (e) 通函和(f) 委任表格。

PERSONAL INFORMATION COLLECTION STATEMENT 收集個人資料聲明

- "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(私隱)條例》(「《**私隱傳例**》」)中「個人資料」的涵養相同。
 Your Personal Data provided in this Reply Form will be used in connection with, including but not lidding but not lidding but not lidding but not lidding in 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
- 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.
 周下於本回條所提供的個人資料將用於 包括但不限於)有關公司以電子方式發布公司通訊及就 関下持有的公司證券有關的其他事宜上與 関下聯絡。 関下是自顧向公司提供個人資料。若 関下未能提供足夠資料,公司可能無法處理 関下在本回條上所述的指示及/或要求。
 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用途政在法例提定的情况下,路 周下的個人資料投资或费特等总公司的附屬公司、股份通戶處、及/或其他公司或團體,並將在適當期間保留該等個人資料作核實及影用途。
 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 PrivacyOfficer@computershare.com.hk.

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

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

No postage is necessary if posted in Hong Kong.

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。