



**泓盈集团**  
**HOLLWIN**

**HOLLWIN URBAN OPERATION SERVICE GROUP CO., LTD**

**泓盈城市運營服務集團股份有限公司**

*(A joint stock company incorporated in the People's Republic of China with limited liability)*

**(Stock Code: 2529)**

Dear Registered Shareholders,

**Mandatory Electronic Dissemination of Corporate Communications**

Pursuant to the Rules 2.07A and 2.07B of the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited (the “**Listing Rules**”) that came into effect on 31 December 2023 and the Articles of Association of Hollwin Urban Operation Service Group Co., Ltd (the “**Company**”), the Company will disseminate future corporate communications, 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, summary interim report; (c) a notice of meeting; (d) a listing document; (e) a circular; and (f) a proxy form (the “**Corporate Communications**”) to you by electronic means through the Company’s website at [www.hollwingroup.com](http://www.hollwingroup.com) and the website of The Stock Exchange of Hong Kong Limited (the “**HKEx’s website**”) at [www.hkexnews.hk](http://www.hkexnews.hk) (the “**Website Version**”).

In order to provide your electronic contact details for future communication, please fill in your details in the enclosed reply form (the “**Reply Form**”), sign and return it by post to the Company c/o the H share registrar of the Company, Boardroom Share Registrars (HK) Limited (the “**H Share Registrar**”) at 2103B, 21/F, 148 Electric Road, North Point, Hong Kong using the address label printed on the Reply Form or by email to [ir@hollwingroup.com](mailto:ir@hollwingroup.com). If you post your Reply Form within Hong Kong, you may use the prepaid mailing label on the Reply Form without affixing a stamp when returning your Reply Form. Otherwise, please affix an appropriate stamp.

To support environmental protection and enhance efficient communication with you, the Company encourages you to access the Corporate Communications through the Company’s or HKEx’s website in place of receiving printed copies by mail. If the Company does not receive the duly completed and signed Reply Form or any response in writing indicating any objection to access the Corporate Communications by electronic means through the Company’s or HKEx’s website, you are regarded to have consented to receive the Website Version for all the future Corporate Communications. The Company will not send a notice of publication of the Website Version of the Corporate Communications to you. You are encouraged to proactively monitor the availability and access all future Corporate Communications on the Company’s and HKEx’s website and access the Website Version of Corporate Communications by yourself.

Please note that:

- (1) both printed copies of the English and Chinese versions of the Corporate Communications will be available from the Company or the H Share Registrar upon request;
- (2) for actionable Corporate Communications which seek instructions from you on how you wish to exercise your rights or make an election as a shareholder of the Company, including but not limited to, (a) election forms in connection with a dividend payment; (b) excess application forms in connection with a rights issue or open offer; (c) application forms for assured entitlement under an open offer; (d) acceptance forms in connection with takeovers, mergers and share buy-backs; and (e) provisional allotment letters in connection with a rights issue (the “**Actionable Corporate Communications**”), the Company will send it to you individually and in electronic form if email address has been provided to the Company. If no email address is given by you or the email address provided is not functional, the Company will send you a printed copy of the Actionable Corporate Communication together with a request form for soliciting your functional email address by post at your address as it appears in the Company’s register of members; and
- (3) it is the responsibility of you to provide an email address that is functional. If the Company does not possess the email address of you 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 you without receiving any “non-delivery message”.

You are entitled at any time by reasonable notice in writing to the Company c/o the H Share Registrar or by email to [ir@hollwingroup.com](mailto:ir@hollwingroup.com) to request for a printed copy of the Corporate Communication. The Company will send the printed copy of the Corporate Communications to you free of charge as soon as possible upon your notice. Please note that the request for printed copy of Corporate Communications and Actionable Corporate Communications (if applicable) will be valid for one year from the date of request unless being revoked or superseded (whichever is earlier).

By order of the board  
**Hollwin Urban Operation Service Group Co., Ltd**  
**Xie Yi**  
*Chairman and Executive Director*

4 June 2024



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HOLLWIN URBAN OPERATION SERVICE GROUP CO., LTD

泓盈城市運營服務集團股份有限公司

(A joint stock company incorporated in the People's Republic of China with limited liability)

(Stock Code: 2529)

Reply Form

To: Hollwin Urban Operation Service Group Co., Ltd  
c/o Boardroom Share Registrars (HK) Limited  
2103B, 21/F, 148 Electric Road  
North Point, Hong Kong

Part A

I/We would like to receive all future Corporate Communications of the Company in the manner indicated below:

(Please check "X" ONLY ONE box below)

- to access all future Corporate Communications by electronic means through the Company's website in place of receiving printed copies by mail. And receive the future Actionable Corporate Communications (if applicable) to my/our email address below.

Empty grid for email address input

Please provide the email address in English Block Letters and the email address will solely be used for receiving the electronic form of Actionable Corporate Communications.

By selection of Part A and after providing your email address, you have expressly consented to waive the right to receive all future Corporate Communications in printed copy.

If you have selected in Part A, you are not required to select in Part B.

Part B

I/We would like to receive all future Corporate Communications of the Company in the manner indicated below and noted that this instruction is valid only for one year starting from the receipt date of instruction:

(Please check "X" ONLY ONE box below)

- in printed copy in English ONLY; or
- in printed copy in Chinese ONLY; or
- in printed copy in BOTH English and Chinese.

Name \_\_\_\_\_ Contact telephone number \_\_\_\_\_  
(Please use ENGLISH BLOCK LETTERS)

Signature \_\_\_\_\_ Date \_\_\_\_\_

Notes:

- Please complete all your details clearly. We will be unable to notify you on future Corporate Communications by email if you provided non-functional electronic contact details.
- 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.
- The request for printed copy shall be valid only for one year from the date of request unless being revoked or superseded (whichever is earlier). Further request in writing will be required if Shareholder prefers to continue receiving the printed copy of future Corporate Communications and Actionable Corporate Communications (if applicable).
- You are entitled at any time by reasonable notice in writing to the Company c/o the Company's H Share Registrar, Boardroom Share Registrars (HK) Limited or by email to ir@hollwingroup.com to request for a hard copy of the Corporate Communication. The Company will send the printed version of the Corporate Communications to you free of charge as soon as possible upon your notice.
- For the avoidance of doubt, we do not accept any special instructions written on this Reply Form.
- If more than one email addresses are provided, the Company will only adopt the first email address as set out above.
- For the details arrangement on Mandating Electronic Dissemination of Corporate Communications, please refer to the Company's notification letter dated 4 June 2024.

PERSONAL INFORMATION COLLECTION STATEMENT

"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"). Your supply of Personal Data to the Company is on a voluntary basis. Failure to provide the Personal Data may result in the Company being unable to process your instructions and/or requests given on this form. Your Personal Data will not be disclosed or transferred to any party outside the Company or its H share registrar unless it is required by law, and will be retained for such period as may be necessary for our record and verification purposes. You have the right to request for 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 made in writing to the Personal Data Privacy Officer of Boardroom Share Registrars (HK) Limited at 2103B, 21/F, 148 Electric Road, North Point, Hong Kong.

Please cut the mailing label and stick this on the envelope to return this Reply Form to us.  
No postage stamp necessary if posted in Hong Kong.

MAILING LABEL  
寶德隆證券登記有限公司  
Boardroom Share Registrars (HK) Limited  
簡便回郵號碼 Freepost No. 37 WCH  
香港 Hong Kong