



Hong Kong Johnson Holdings Co., Ltd.

香港莊臣控股有限公司

(Incorporated in the Cayman Islands with limited liability)

(於開曼群島註冊成立的有限公司)

(Stock Code 股份代號: 1955)

NOTIFICATION LETTER 通知信函

Dear registered shareholder(s),

30 July 2024

Hong Kong Johnson Holdings Co., Ltd. (the “Company”)

- Notice of Publication of 2023/24 Annual Report, Circular and Proxy Form (collectively, the “Current Corporate Communications”) and 2023/24 Environmental, Social and Governance Report

Pleased be informed that the English and Chinese versions of the Current Corporate Communications are available on the websites of the Company at www.johnsonholdings.com and The Stock Exchange of Hong Kong Limited (the “Stock Exchange”) at www.hkexnews.hk (the “Website Version”), or the printed copies of the Current Corporate Communications are enclosed herewith according to our agreed arrangement (as the case may be). If you have elected (or are deemed to have elected) to receive Corporate Communications by Website Version and for any reason have difficulty in receiving or gaining access to Current Corporate Communications on the Company’s website, the Company will upon request send the printed version of the Current Corporate Communications to you free of charge.

You may at any time by reasonable prior notice in writing or by completing and returning the request form (the “Request Form”) to the branch share registrar of the Company in Hong Kong (the “Branch Share Registrar”), Tricor Investor Services Limited, 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong by post or by email to 1955-ecom@hk.tricorglobal.com request for receiving future Corporate Communications in printed form or by Website Version. If you post your Request Form in Hong Kong, you may use the mailing label in the Request Form and need not affix a stamp on the envelope when returning your Request Form. Otherwise, please affix an appropriate stamp.

The 2023/24 Environmental, Social and Governance Report of the Company is published in electronic form only and is available on the Company’s website at www.johnsonholdings.com and the website of the Stock Exchange at www.hkexnews.hk. If you wish to receive a printed copy of the 2023/24 Environmental, Social and Governance Report, you may submit your request in writing to the Branch Share Registrar by post to 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong or by email to 1955-ecom@hk.tricorglobal.com.

Should you have any queries relating to this letter, please call the Branch Share Registrar’s telephone hotline at (852) 2980 1333 during business hours from 9:00 a.m. to 6:00 p.m. (Monday to Friday, excluding Hong Kong public holidays) or send an email to 1955-ecom@hk.tricorglobal.com.

Yours faithfully,
For and on behalf of
Hong Kong Johnson Holdings Co., Ltd.
XIE Hui
Chairman

Note: “Corporate Communications” refer to any document issued or to be issued by the Company for the information or action of holders of any of its securities or the investing public, including but not limited to (a) the directors’ report, its annual financial statements together with the auditors’ report and; (b) the interim report; (c) notice of meeting; (d) listing document; (e) circular; and (f) proxy form.

致各位登記股東：

香港莊臣控股有限公司（「本公司」）

- 發佈2023/24年報、通函及代表委任表格（統稱「本次公司通訊」）以及2023/24環境、社會及管治報告之登載通知

謹知會閣下本次公司通訊之中英文版本可於本公司網站www.johnsonholdings.com及香港聯合交易所有限公司（「聯交所」）網站www.hkexnews.hk（「網站版本」）瀏覽，或本公司已按閣下同意的安排隨函附上本次公司通訊之印刷本（視屬何情況而定）。倘若閣下已選擇（或被視為已選擇）收取公司通訊的網站版本，惟因任何原因以致在收取或接收本公司網站上的本次公司通訊出現困難，本公司將於收到閣下要求後寄上本次公司通訊的印刷本，費用全免。

閣下可隨時發出合理時間的事先書面方式通知或填妥交回申請表格（「申請表」）郵寄至本公司香港股份過戶登記分處（「股份過戶登記分處」），卓佳證券登記有限公司，香港夏慤道16號遠東金融中心17樓或以電郵方式發送至1955-ecom@hk.tricorglobal.com，要求收取日後公司通訊的印刷本或網站版本。倘若在香港投寄申請表，閣下可使用申請表內的郵寄標籤寄回，而毋須在信封上貼上郵票；否則，請貼上適當郵票。

本公司之2023/24環境、社會及管治報告僅以電子方式載於本公司網站www.johnsonholdings.com及聯交所網站www.hkexnews.hk，歡迎瀏覽。若閣下欲索取本公司2023/24環境、社會及管治報告的印刷本，閣下可以書面方式向股份過戶登記分處（郵寄至香港夏慤道16號遠東金融中心17樓或電郵至1955-ecom@hk.tricorglobal.com）提出有關要求。

閣下如有任何與本函件有關的疑問，請致電股份過戶登記分處電話熱線(852) 2980 1333，辦公時間為星期一至星期五（香港公眾假期除外）上午9時至下午6時，或電郵至1955-ecom@hk.tricorglobal.com。

香港莊臣控股有限公司
主席
謝輝
代行

2024年7月30日

附註：「公司通訊」指由本公司發佈或將予發佈以供其任何證券持有人或投資大眾參照或採取行動的任何文件，其中包括但不限於：(a) 董事會報告、公司年度財務報表連同核數師報告；(b) 中期報告；(c) 會議通告；(d) 上市文件；(e) 通函；及(f) 代表委任表格。

Registered Shareholder's information (English name and Address):
已登記股東資料 (英文姓名及地址):

REQUEST FORM 申請表格

To: **Hong Kong Johnson Holdings Co., Ltd. (the "Company")** (Stock Code: 1955)
c/o Tricor Investor Services Limited
17/F, Far East Finance Centre
16 Harcourt Road
Hong Kong

致: **香港莊臣控股有限公司 (「本公司」)**
(股份代號: 1955)
經 卓佳證券登記有限公司
香港夏慤道16號
遠東金融中心17樓

I/We would like to change the means of receipt of all future Corporate Communications of the Company as indicated below:
本人/吾等現在希望更改收取方式, 並以下列所示形式收取本公司所有日後公司通訊:

(Please mark a "✓" in ONLY ONE of the following boxes. 請從下列選項中, 僅在其中一個空格內劃上「✓」號。)

- to access all future Corporate Communications by electronic means through the websites of the Company and the Stock Exchange (the "Website Version") instead of receiving printed copies by mail, and receive email notification by my/our email address below for the notification letter of publication of Corporate Communications on the Company's website; OR
透過本公司及聯交所網站以電子方式瀏覽所有日後公司通訊 (「網站版本」) 以代替通過郵件收取印刷本, 並以本人/吾等下列之電郵地址, 就於本公司網站登載公司通訊之通知函件, 收取電郵通知; 或

Please provide an e-mail address in capital letters in English. The e-mail address will solely be used for notification of the publication of the Corporate Communications on the Company's website. 請以英文正楷填寫電郵地址。該電郵地址僅作通知本公司網站刊載公司通訊之用。

- to receive by mail printed copies of all future Corporate Communications in both English and Chinese.
以郵寄方式收取所有日後公司通訊的中英文印刷本。

Full Name(s) of Shareholder(s)

股東姓名

Signature(s)

簽名

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

Address

地址

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

Contact telephone number

聯絡電話號碼

Date

日期

Notes: 附註:

- Please complete all your details clearly. Any Request Form that has not been completed clearly or otherwise incorrectly completed will be void at the discretion of the Company.
請閣下清楚填妥所有資料。本公司將有酌情權決定任何未有清楚填妥或填寫不正確之申請表無效。
- 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 Request Form in order to be valid.
如屬聯名股東, 則本申請表須由該名於本公司股東名冊上就聯名持有股份排名首位的股東簽署, 方為有效。
- The above instruction will apply to all future Corporate Communications to be sent to you until you notify otherwise the Company c/o Tricor Investor Services Limited, the branch share registrar of the Company in Hong Kong (the "Branch Share Registrar"), by reasonable notice in writing to 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong or by email to 1955-ecom@hk.tricorglobal.com.
上述指示適用於發送予閣下之所有日後公司通訊, 直至閣下透過本公司香港股份過戶登記分處, 卓佳證券登記有限公司 (「股份過戶登記分處」) 向本公司發出合理時間的事先書面通知至香港夏慤道16號遠東金融中心17樓或電郵至 1955-ecom@hk.tricorglobal.com 作出更改為止。
- You may at any time by reasonable prior notice in writing to the Company c/o the Branch Share Registrar to change the means of receipt of future Corporate Communications.
閣下可隨時透過股份過戶登記分處向本公司發出合理時間的事先書面要求, 以更改閣下收取日後公司通訊的方式。
- For the avoidance of doubt, the Company does not accept any special instructions written on this Request Form.
為免存疑, 本公司概不接受於本申請表上書寫之任何額外指示。
- "Corporate Communications" refer to any document issued or to be issued by the Company for the information or action of holders of any of its securities or the investing public, including but not limited to (a) the directors' report, its annual financial statements together with the auditors' reports; (b) the interim report; (c) notice of meeting; (d) listing document; (e) circular; and (f) a proxy form.
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PERSONAL INFORMATION COLLECTION STATEMENT 收集個人資料聲明

"Personal Data" in this statement has the same meaning as "personal data" defined in the Personal Data (Privacy) Ordinance, Chapter 486 of the Laws of Hong Kong ("PDPO"). Your supply of the Personal Data is on a voluntary basis and for the purpose of processing your instructions as stated in this form (the "Purposes"). If you fail to supply sufficient information, the Company may not be able to process your instructions. The Company may disclose or transfer the Personal Data to its subsidiaries, its branch share registrar and/or third party service provider who provides administrative, computer and other services to the Company for use in connection with the Purposes and to such parties who are authorised by law to request the information or are otherwise relevant for the Purposes and need to receive the information. The Personal Data will be retained for such period as may be necessary to fulfil the Purposes (including for verification and record purposes). Request for access to and/or correction of the Personal Data can be made in accordance with the provisions of the PDPO and any such request should be in writing and sent to the Data Privacy Officer of Tricor Investor Services Limited at the above address.

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》(「《個人資料(私隱)條例》」)中「個人資料」的涵義相同。閣下是自願提供個人資料, 以用於處理閣下在本表格上所述的指示(「該等用途」)。如閣下未能提供足夠資料, 本公司有可能無法處理閣下的指示。本公司可就所述的該等用途, 將個人資料披露或轉移給本公司的附屬公司、股份過戶登記分處及/或向為本公司提供行政、電腦及其他服務的第三者服務供應商, 以及其他獲法例授權而要求取得有關資料的人士或其他與上述所列出的該等用途有關以及需要接收有關資料之人士。個人資料將在適當期間保留作履行所述的該等用途(包括作核實及紀錄用途)。有關查閱及/或更正個人資料的要求可按照《個人資料(私隱)條例》提出, 而有關要求須以書面方式郵寄至卓佳證券登記有限公司(地址如上)的個人資料私隱主任。

Please cut the mailing label and stick it on an envelope to return this Request Form to us.
No postage is necessary if posted in Hong Kong; otherwise, please affix an appropriate stamp.

當閣下寄回本申請表格時, 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; 否則請貼上適當的郵票。

Mailing Label 郵寄標籤

Tricor Investor Services Limited
卓佳證券登記有限公司
Hong Kong Johnson Holdings Co., Ltd.
香港莊臣控股有限公司 (1955)
Freepost No. 簡便回郵號碼: 10 GPO
Hong Kong 香港