



# Ngai Hing Hong Company Limited

## 毅興行有限公司\*

(Incorporated in Bermuda with limited liability)

(於百慕達註冊成立之有限公司)

(Stock Code 股份代號: 1047)

### NOTIFICATION LETTER 通知信函

Dear Shareholder(s),

16th October 2024

The following document(s) of Ngai Hing Hong Company Limited (“Company”) has/have been prepared in English and Chinese and is/are available on the websites of the Company at [www.nhh.com.hk](http://www.nhh.com.hk) and The Stock Exchange of Hong Kong Limited at [www.hkexnews.hk](http://www.hkexnews.hk) (collectively “Websites”):-

- **Annual Report 2023/2024**
- **Circular dated 16th October 2024 in relation to Grant of General Mandates to Issue New Shares and Repurchase Shares, Extension of General Mandate to Issue Shares, Retirement and Re-election of Directors and Notice of Annual General Meeting**
- **Proxy Form (Annual General Meeting will be held on 14th November 2024)**
- **Environmental, Social and Governance Report 2023/2024 (the “ESG Report”)** (Note 2)  
(If you have previously requested to receive Corporate Communication(s)<sup>(Note 1)</sup> in printed form, the printed copy (or copies) is/are enclosed (excluding the ESG Report).)

If you have not provided us with a valid email address but now would like to receive an email notification of the publication of the Corporate Communication(s) on the Websites instead of receiving printed notification letter in future, please complete the enclosed Reply Form overleaf, and fill in the necessary information and then sign and return it by email to [1047-corpcomm@unionregistrars.com.hk](mailto:1047-corpcomm@unionregistrars.com.hk) or by post or by hand to the Company c/o the Company’s Hong Kong Share Registrar, Union Registrars Limited (“Hong Kong Share Registrar”) at Suites 3301-04, 33/F., Two Chinachem Exchange Square, 338 King’s Road, North Point, Hong Kong. If you post the Reply Form within Hong Kong, you may use the mailing label at the bottom of the Reply Form and need not affix a stamp. Otherwise, please affix an appropriate stamp.

You may at any time send your request in writing to the Company (c/o its Hong Kong Share Registrar at the above address or by email to the above email address) to request for printed copies of the Corporate Communications. If you have received notification of the publication of the Corporate Communications on the Websites and for any reason have difficulty in gaining access to the Corporate Communications on the Websites, the Company will upon request send the Corporate Communications to you in printed form free of charge. For the details of arrangement regarding request for printed copy of the Corporate Communications, please visit the Company’s website.

Should you have any queries in relation to this letter, please call the Hong Kong Share Registrar at (852) 2849 3399 during business hours from 9:00 a.m. to 5:00 p.m., Monday to Friday, excluding public holidays.

Yours faithfully,  
For and on behalf of  
**Ngai Hing Hong Company Limited**  
**HUI Sai Chung**  
Chairman

\* for identification purpose only

- Notes: (1) Corporate Communications include, but not limited to (a) directors’ report, annual accounts together with auditors’ report and, where applicable, summary financial report; (b) interim report and, where applicable, summary interim report; (c) notice of meeting; (d) a listing document; (e) circular; and (f) proxy form.  
(2) The English and Chinese versions of the ESG Report are published in electronic form only. You may access the ESG Report by browsing through the Websites. If you wish to receive a printed copy of the ESG Report, you may submit your request in writing to the Hong Kong Share Registrar by post or by email to [1047-corpcomm@unionregistrars.com.hk](mailto:1047-corpcomm@unionregistrars.com.hk).

各位股東：

毅興行有限公司(「本公司」)下述文件已編制中、英文版本及於本公司之網站 [www.nhh.com.hk](http://www.nhh.com.hk) 及香港聯合交易所有限公司之網站 [www.hkexnews.hk](http://www.hkexnews.hk) (統稱「該等網站」) 刊載:-

- **2023/2024 年度報告**
- **日期為 2024 年 10 月 16 日有關授出發行新股份與購回股份之一般授權、擴大發行股份之一般授權、退任及重選董事及股東週年大會通告之通函**
- **委任代表表格 (股東週年大會將於 2024 年 11 月 14 日舉行)**
- **2023/2024 環境、社會及管治報告(「ESG 報告」)** (附註 2)  
(若閣下曾要求以印刷本方式收取公司通訊<sup>(附註 1)</sup>，上述文件之印刷本已隨本函附上(ESG 報告除外)。

如閣下並未提供有效電郵地址並現在希望收取有關公司通訊於該等網站發佈的電郵通知，以代替日後收取書面通知信函印刷本，請閣下填妥本函背面的回條，並在回條上填寫所需資料及簽名，然後把回條電郵至 [1047-corpcomm@unionregistrars.com.hk](mailto:1047-corpcomm@unionregistrars.com.hk) 或寄回或親身交回本公司之香港股份過戶登記處聯合證券登記有限公司(「香港股份過戶登記處」)，地址為香港北角英皇道 338 號華懋交易廣場 2 期 33 樓 3301-04 室。倘若閣下在香港投寄回條，可使用回條下方的郵寄標籤而毋須貼上郵票；否則，請貼上適當的郵票。

閣下可以隨時以書面通知本公司(經本公司之香港股份過戶登記處上述地址或電郵地址發送)要求收取公司通訊之印刷本。倘若閣下已收到有關在該等網站上發佈公司通訊的通知，但因任何原因而難以在該等網站上查閱公司通訊，本公司將於收到閣下要求後免費寄上所要求公司通訊之印刷本。有關索取公司通訊之印刷本安排之詳情，請瀏覽本公司網站。

閣下若對本信函有任何疑問，請在辦公時間(星期一至星期五上午 9 時正至下午 5 時正，公眾假期除外)內致電香港股份過戶登記處 (852) 2849 3399 查詢。

代表董事會  
**毅興行有限公司\***  
主席  
許世聰

2024年10月16日

\* 僅供識別

- 附註：(1) 「公司通訊」包括，但不限於(a) 董事會報告、年度賬目連同核數師報告以及(如適用)財務摘要報告；(b) 中期報告及(如適用)中期摘要報告；(c) 會議通告；(d) 上市文件；(e) 通函及(f) 委任代表表格。  
(2) ESG 報告的英文及中文版本僅以電子方式發布。閣下可於該等網站閱覽。若閣下欲收取 ESG 報告的打印本，閣下可以以書面方式將有關要求郵寄至香港股份過戶登記處，或經電郵發送至 [1047-corpcomm@unionregistrars.com.hk](mailto:1047-corpcomm@unionregistrars.com.hk)。

Name(s) and Address of Shareholder(s)  
股東姓名及地址

## Reply Form 回條

**To: Ngai Hing Hong Company Limited**  
**(“Company”)** (Stock Code: 1047)  
c/o Union Registrars Limited  
Suites 3301-04, 33/F., Two Chinachem Exchange Square  
338 King’s Road, North Point, Hong Kong

**致：毅興行有限公司\***  
**(「本公司」)** (股份代號：1047)  
經聯合證券登記有限公司  
香港北角英皇道338號華懋交易廣場2期33樓3301-04室

I/We would like to receive a **notification by email** to the email address below when each corporate communication of the Company (“**Corporate Communication(s)**”) is made available on the websites of the Company at [www.nhh.com.hk](http://www.nhh.com.hk) and The Stock Exchange of Hong Kong Limited at [www.hkexnews.hk](http://www.hkexnews.hk) (collectively “**Websites**”):

本人／我們希望當每次本公司在本公司網站 [www.nhh.com.hk](http://www.nhh.com.hk) 及香港聯合交易所有限公司網站 [www.hkexnews.hk](http://www.hkexnews.hk) (以下統稱“**相關網站**”) 發佈公司通訊 (“**公司通訊**”) 時收取發送至以下電郵地址的**電郵通知**：

Email Address  
電郵地址

(The Company will send to the email address provided above (if any) with a notification of the availability of each Corporate Communication on the Websites. If no email address or invalid email address is provided, a printed notification letter of the publication of the Corporate Communication on the Websites will be sent to you. Please provide a valid email address in English CAPITAL LETTERS and the email address is used for notification of publication of Corporate Communications only.)  
(每次於相關網站登載公司通訊時，本公司將發送電郵通知至以上提供之電郵地址(如有)。如未有提供電郵地址或電郵地址無效，則會發出已在相關網站刊發的公司通訊通知信函印刷本予閣下。請以英文正楷填寫有效電郵地址，以上電郵地址僅供用作通知公司通訊已發佈。)

Name(s) : (English) (Chinese)  
姓名：(英文) (中文)  
(Please use **BLOCK CAPITALS**) (請用**正楷**填寫)

Address :  
地址：

Signature(s) : Contact telephone number : Date :  
簽名： 聯絡電話號碼： 日期：

### Notes 附註：

1. Please complete all your details clearly.  
請閣下清楚填寫所有資料。
2. 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.  
如屬聯名股東，則本回條須由該名於本公司股東名冊上就聯名持有股份其姓名位列首位的股東簽署，方為有效。
3. The above instruction will apply to all future Corporate Communications to be sent to shareholders of the Company until you notify otherwise by reasonable notice in writing to the Hong Kong Share Registrar, Union Registrars Limited at Suites 3301-04, 33/F., Two Chinachem Exchange Square, 338 King’s Road, North Point, Hong Kong or by email to [1047-corporcomm@unionregistrars.com.hk](mailto:1047-corporcomm@unionregistrars.com.hk).  
上述指示將適用於寄發予本公司股東之所有日後公司通訊，直至閣下發出合理時間的書面通知或電郵至 [1047-corporcomm@unionregistrars.com.hk](mailto:1047-corporcomm@unionregistrars.com.hk) 通知香港股份過戶登記處聯合證券登記有限公司(地址為香港北角英皇道338號華懋交易廣場2期33樓3301-04室)另作選擇為止。
4. For the avoidance of doubt, we do not accept any additional instructions written on this Reply Form.  
為免存疑，任何在本回條上的額外書面指示，本公司將不予處理。

### PERSONAL INFORMATION COLLECTION STATEMENT

“Personal Data” in this statement has the same meaning as “personal data” defined in the Personal Data (Privacy) Ordinance, Cap. 486 of the laws of Hong Kong (“**PDPO**”), which may include but not limited to your name, contact telephone number, email address and mailing address. Your supply of Personal Data is on a voluntary basis for the purpose of receiving Corporate Communications in the manner chosen. Your Personal Data will be retained for such period as may be necessary for our verification and record purposes. You have the right to request access to and/or correction of the Personal Data in accordance with the provisions of the PDPO. Any such request for access to and/or correction of the Personal Data should be in writing by mail to Privacy Compliance Officer of Union Registrars Limited.

### 收集個人資料聲明

本聲明中之「個人資料」相等於香港法例第486章《個人資料(私隱)條例》(「《**私隱條例**」»)所定義之「個人資料」，當中可能包括但不限於閣下之姓名、聯絡電話號碼、電郵地址及郵寄地址。閣下是自願提供個人資料，以便按閣下選擇之方式收取公司通訊。本公司將在有需要之期間保存閣下之個人資料作核實及記錄用途。閣下有權根據《私隱條例》中的條款，查閱及／或修改閣下之個人資料。任何相關查閱及／或修改個人資料之要求均須以書面方式郵寄至聯合證券登記有限公司之私隱條例事務主任。

\* Corporate Communications include but are not limited to (a) the directors’ report, its annual accounts together with a copy of the auditor’s 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.  
公司通訊文件包括但不限於(a)董事會報告、年度賬目連同核數師報告及(如適用)財務摘要報告；(b)中期報告及(如適用)中期摘要報告；(c)會議通告；(d)上市文件；(e)通函；及(f)委任代表表格。

\* for identification purpose only 僅供識別

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.

閣下寄回此回條時，請將郵寄標籤剪貼於信封上。

如在本港投寄毋須貼上郵票。

### MAILING LABEL 郵寄標籤

Union Registrars Limited

聯合證券登記有限公司

Freepost No. 簡便回郵號碼：37 WCH

Hong Kong 香港