



萬達酒店發展有限公司
WANDA HOTEL DEVELOPMENT COMPANY LIMITED
(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: 169)

28 November 2024

Dear Shareholders,

New Arrangements on Dissemination of Corporate Communications

Pursuant to the amended Rules (the “**Listing Rules**”) Governing The Listing of Securities on The Stock Exchange of Hong Kong Limited (the “**Stock Exchange**”) effective from 31 December 2023 and the Memorandum of Association and Amended and Restated Bye-Laws of Wanda Hotel Development Company Limited (the “**Company**”) adopted on 28 June 2024, the Company will disseminate future Corporate Communications⁽¹⁾ electronically. No printed copies of Corporate Communications will be mailed out to you except by request. 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.wanda-hotel.com.hk and the website of the Stock Exchange at www.hkexnews.hk. The Shareholders are encouraged to proactively monitor the availability of all future Corporate Communications on the websites and access the Website Version of Corporate Communications by themselves.

The Company will send Actionable Corporate Communications⁽²⁾ to the registered shareholders (the “**Registered Shareholders**”) of the Company individually in electronic form by email. In support of the dissemination of Actionable Corporate Communications by email, the Company recommends its Registered Shareholders to complete and return the Request Form. If the Company does not possess the email address of a Registered Shareholder or the email address provided by the Registered Shareholder is not functional, the Company will send the Actionable Corporate Communications in printed form (in both English and Chinese) together with a request form for soliciting the Registered Shareholder’s functional email address to facilitate electronic dissemination of Actionable Corporate Communications in the future. It is the responsibility of the Registered Shareholders to provide an email address that is functional. The Company will be considered to have complied with its obligations if it sends Actionable Corporate Communications to the email address provided by a Registered Shareholder without receiving any “non-delivery message”.

In support of electronic communication by email, Non-Registered Shareholders⁽³⁾ of the Company are recommended to provide their functional email addresses to their banks, brokers, custodians, nominee(s) or HKSCC Nominees Limited through which their shares in the Company are held.

If you wish to receive printed copies of all future Corporate Communications, please complete and return the request form (the “**Request Form**”) on the reverse side of this letter to the Company’s branch share registrar in Hong Kong (the “**Branch Share Registrar**”), Tricor Standard Limited, at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong or send an email to 169-ecom@vistra.com. Shareholders that opt to receive a printed version of all future Corporate Communications will be sent future Corporate Communications in printed form in their chosen language(s) (English and/or Chinese) free of charge. Please note that the request for printed copies of future Corporate Communications will be valid until expiry on 31 December 2025 or unless revoked or superseded (whichever is earlier). Further request in writing will be required if you prefer to continue receiving printed copies of future Corporate Communications.

Shareholders are entitled to change their choice of language(s) of future Corporate Communications (in English and/or Chinese) at any time by providing reasonable notice (of not less than 7 days) in writing to the Branch Share Registrar, Tricor Standard Limited, at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong or by email to 169-ecom@vistra.com.

Should you have any queries relating to any of the above matters, 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 public holidays or send an email to 169-ecom@vistra.com.

Yours faithfully,
Wanda Hotel Development Company Limited
Ning Qifeng
Chairman

Note:

- (1) “Corporate Communications” refers to any document(s) 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 and 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) the quarterly report, if any; (d) a notice of meeting; (e) a listing document; (f) a circular; and (g) a proxy form.
- (2) Actionable Corporate Communications refers to any Corporate Communications that seek instructions from the shareholders of the Company on how they wish to exercise their rights or make elections as the Company’s shareholders.
- (3) “Non-Registered Shareholder” refers to 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 that such person or company wishes to receive Corporate Communications of the Company.

致各位股東：

以電子方式發布公司通訊之安排

根據自2023年12月31日起生效的經修訂香港聯合交易所有限公司（「**聯交所**」）證券上市規則（「**上市規則**」）以及萬達酒店發展有限公司（「**本公司**」）於2024年6月28日採納組織章程大綱以及經修訂及重列之公司細則，本公司將以電子方式傳播未來的公司通訊⁽¹⁾。除非有要求，否則不會將公司通訊的印刷本郵寄給閣下。請注意，所有未來公司通訊的英文版和中文版將以電子方式在本公司網站www.wanda-hotel.com.hk及聯交所網站www.hkexnews.hk上提供。本公司鼓勵股東主動留意網站上所有日後的公司通訊的登載情況，並自行瀏覽公司通訊的網站版本。

本公司將透過電子郵件以電子形式向公司之登記股東（「**登記股東**」）單獨發送可採取行動的公司通訊⁽²⁾。為了支持透過電子郵件發送可行的公司通訊，公司建議登記股東填寫並回傳申請表格。若本公司沒有登記股東的電子郵件地址或登記股東提供的電子郵件地址無法使用，本公司將發送印刷本的可採取行動的公司通訊（中英文）連同申請表格，以徵求登記股東的功能電子郵件地址，以便日後以電子方式發送可採取行動的公司通訊。登記股東有責任提供有效的電子郵件地址。如果公司向登記股東提供的電子郵件地址發送可採取行動的公司通訊而未收到任何「未送達訊息」，則本公司將被視為已履行其義務。

為了支持透過電子郵件進行電子通訊，建議公司的非註冊股東⁽³⁾向其持有公司股份的銀行、經紀人、託管人、代理人或香港中央結算（代理人）有限公司提供其功能電子郵件地址。

倘若閣下希望收到所有日後公司通訊的印刷本，請填寫本函背面的申請表格（「**申請表格**」）並交回本公司香港股份過戶登記分處（「**股份過戶登記分處**」）卓佳標準有限公司，地址：香港夏愨道16號遠東金融中心17樓，或發送電子郵件至169-ecom@vistra.com。選擇接收所有未來公司通訊印刷本的股東將免費收到其所選語言（英文和/或中文）的印刷本。請注意，索取未來公司通訊印刷本的申請將於2025年12月31日到期前有效，或除非被撤銷或被取代（以較早者為準）。如果閣下希望繼續接收未來公司通訊的印刷本，則需要進一步書面申請。

股東有權隨時向股份過戶登記分處卓佳標準有限公司發出合理通知（不少於7日），更改其未來公司通訊的語言選擇（英文及/或中文），地址：香港夏愨道16號遠東金融中心17樓，或發送電子郵件至169-ecom@vistra.com。

如閣下對本函內容有任何疑問，請於辦公時間星期一至五（公眾假期除外）上午9時正至下午6時正致電本公司股份過戶登記分處電話熱線（852）2980 1333，或電郵至169-ecom@vistra.com。

承董事會命
萬達酒店發展有限公司
主席
寧奇峰

2024年11月28日

附註：

- (1) 「公司通訊」指本公司為向其任何證券持有人或投資公眾提供資訊或採取行動而發布或將要發布的任何文件，包括但不限於(a)董事報告及其年度帳目，連同核數報告副本，以及（如適用）財務摘要報告；(b)中期報告及其中期報告摘要（如適用）；(c)季度報告（如有）；(d)會議通知；(e)上市文件；(f)通告；(g)委託投票表格。
- (2) 「可採取行動的公司通訊」指就任何公司通訊，就股東希望如何行使其權利或作出的選擇向本公司股東尋求指示。
- (3) 「非登記股東」指其股份存放於中央結算及交收系統（中央結算及交收系統）的有關人士或公司，而彼等已透過香港中央結算有限公司不時通知本公司，彼等擬收取本公司之公司通訊。

REQUEST FORM 申請表格

To: Wanda Hotel Development Company Limited (the "Company")
(Stock Code: 169)
c/o Tricor Standard Limited
17/F, Far East Finance Centre
16 Harcourt Road, Hong Kong

致: 萬達酒店發展有限公司 (「本公司」)
(股份代號: 169)
經卓佳標準有限公司
香港夏慤道16號
遠東金融中心17樓

REMINDER 提示

If you are a Non-Registered Shareholder⁽¹⁾ of the Company, in support of electronic communication by email, 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.
如果閣下是本公司的非登記股東⁽¹⁾，為了支持透過電子郵件進行電子通訊，閣下應聯絡閣下的銀行、經紀人、託管人、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您的電子郵件地址。

Provision of e-mail address by registered shareholders of the Company for dissemination of Actionable Corporate Communications⁽²⁾

公司之登記股東提供電子郵件地址以發送可採取行動的公司通訊⁽²⁾

Email address 電子郵件地址:	:	
Email address (re-type) 電子郵件地址(重寫):	:	

Complete the following section ONLY if you wish to receive printed copies of future Corporate Communications⁽³⁾

如閣下希望收到未來公司通訊⁽³⁾的印刷本，才填寫以下部分

I/We would like to receive printed copies of future Corporate Communications.

本人/吾等要求索取本公司今後刊發之公司通訊⁽³⁾之印刷本。

(Please mark "X" in ONLY ONE of the following boxes) (請從下列選擇中，僅在其中一個空格內劃上「X」號)

- to receive the printed English version of the above documents ONLY; OR
僅收取上述文件之英文印刷本；或
- to receive the printed Chinese version of the above documents ONLY; OR
僅收取上述文件之中文印刷本；或
- to receive both the printed English and Chinese versions of the above documents.
同時收取上述文件之英文及中文印刷本。

Postal Address 郵寄地址:	
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(Please use ENGLISH BLOCK LETTERS 請以英文大寫字母書寫)

Signature:

簽署:

Date:

日期:

Name:

姓名:

(English/中文)

Contact Phone Number:

聯絡電話:

(in block letters 請以正楷填寫)

Notes 附註:

- "Non-Registered Shareholder" refers to 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 that such person or company wishes to receive Corporate Communications of the Company.
「非登記股東」指其股份存放於中央結算及交收系統(中央結算及交收系統)的有關人士或公司，而彼等已透過香港中央結算有限公司不時通知本公司，彼等擬收取本公司之公司通訊。
- "Actionable Corporate Communications" refers to any Corporate Communications that seek instructions from the shareholders of the Company on how they wish to exercise their rights or make elections as the Company's shareholders.
「可採取行動的公司通訊」指就任何公司通訊向本公司股東尋求指示，說明其作為本公司股東所希望如何行使其權利或作出選擇。
- "Corporate Communications" refers to any documents 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 and 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) the quarterly report, if any; (d) a notice of meeting; (e) a listing document; (f) a circular; and (g) a proxy form.
「公司通訊」指本公司為向其任何證券持有人或投資公眾提供資訊或採取行動而發布或將要發布的任何文件，包括但不限於(a)董事報告及其年度帳目，連同核數報告副本，以及(如適用)財務摘要報告；(b)中期報告及其中期報告摘要(如適用)；(c)季度報告(如有)；(d)會議通知；(e)上市文件；(f)通告；(g)委託投票表格。
- It is the Registered Shareholder's responsibility to provide an email address that is functional. If the Company does not receive the completed form or the email address provided herein is not functional, the Company will send the Actionable Corporate Communications in printed form (in both English and Chinese) together with a request for soliciting your functional email address to facilitate electronic dissemination of Actionable Corporate Communications in the future. The Company will be considered to have complied its obligations if it sends Actionable Corporate Communications to the email address provided herein without receiving any "non-delivery message".
登記股東有責任提供有效的電子郵件地址。如果本公司沒有收到填妥的表格或此處所提供的電子郵件地址無法使用，本公司將發送印刷本的可採取行動公司通訊(中英文)，並徵求閣下的有效電子郵件地址，以便以電子方式發送。閣下如果本公司向此處提供的電子郵件地址發送可採取行動的公司通訊而未收到任何「未送達訊息」，則本公司將被視為已履行其義務。
- Please fill in all your details clearly and in legible handwriting if filling in this request form by hand. If no box, or more than one box, is marked, the Company reserves the right to treat this form/request as void.
如果以手寫填寫此申請表格，請以清晰字跡清楚填寫。閣下所有詳細資料。如果未標記任何方格或標記多於一個方格，本公司保留將此表格/申請視為無效的權利。
- This request will be valid unless being revoked or superseded or until expired on 31 December 2025 (whichever is earlier). Further request in writing will be required if you prefer to continue receiving printed copies of future Corporate Communications.
此請求將一直有效，除非被撤銷或取代，或者直到2025年12月31日到期(以較早者為準)。如果股東希望繼續收到日後的公司通訊的印刷本，則需要做進一步書面請求。

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, Cap. 486 (the "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 to correct the respective 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 either of the following means:

本聲明中所指的「個人資料」具有香港法例第486章《個人資料(私隱)條例》(「《私隱條例》」)中「個人資料」的涵義，包括但不限於，閣下的名稱、聯絡電話號碼、電子郵件地址和郵寄地址。

閣下是自願向本公司提供閣下個人資料，以便以閣下所選之方式接收公司通訊。閣下的個人資料將在適當期間保留作核實及記錄用途。

閣下有權根據《私隱條例》的條文要求查閱及/或修改閣下的個人資料。任何該等要求均須以書面方式提出。

By mail to: Data Privacy Officer
Tricor Standard Limited
17/F, Far East Finance Centre
16 Harcourt Road, Hong Kong
By email to: is-enquiries@vistra.com

經郵寄: 個人資料私隱主任
卓佳標準有限公司
香港夏慤道16號
遠東金融中心17樓
經電郵: is-enquiries@vistra.com

Mailing Label 郵寄標籤

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.

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。

Tricor Standard Limited
卓佳標準有限公司
Freepost No. 簡便回郵號碼: 10 GPO
Hong Kong 香港