



TSIT WING INTERNATIONAL HOLDINGS LIMITED

捷榮國際控股有限公司*

(Incorporated under the laws of Bermuda with limited liability)

(根據百慕達法例註冊成立的有限公司)

(Stock Code: 2119)

(股份代號：2119)

NOTIFICATION LETTER 通知信函

24 March 2023

Dear Non-Registered Shareholder(s)⁽¹⁾,

Tsit Wing International Holdings Limited (“TSIT WING INTL”)

— Notice of publication of Annual Report 2022, Circular in relation to General Mandates to Issue and Repurchase Shares, Re-election of Directors, Re-appointment of Auditor, Final Dividend, Proposed Adoption of the New Bye-Laws, Notice of Annual General Meeting (“Current Corporate Communication”) and Environmental, Social and Governance Report

The Current Corporate Communication of TSIT WING INTL, in both English and Chinese, is available on the website of TSIT WING INTL at www.twcoffee.com and the website of The Stock Exchange of Hong Kong Limited (the “Stock Exchange”) at www.hkexnews.hk. You may access the Current Corporate Communication by clicking on the “Investor Relations” section of TSIT WING INTL’s website or by searching under “Listed Company Information” on the Stock Exchange’s website.

If you wish to receive a printed version of the Current Corporate Communication, please complete and sign the Request Form on the reverse side and return it to TSIT WING INTL c/o TSIT WING INTL’s or Hong Kong Share Registrar, Tricor Investor Services Limited, at 17th Floor, Far East Finance Centre, 16 Harcourt Road, Hong Kong by post using the mailing label at the bottom of the Request Form. The Request Form may also be downloaded from the website of the Company at www.twcoffee.com or the website of the Stock Exchange at www.hkexnews.com.hk.

Please note that by completing and returning the Request Form to request a printed version of the Current Corporate Communication, you will expressly indicate that your instruction to receive printed versions will apply to all future Corporate Communications⁽²⁾ of TSIT WING INTL to be sent to you until you notify TSIT WING INTL’s Hong Kong Share Registrar to the contrary or you cease to hold any shares of TSIT WING INTL.

The Company’s 2022 Environmental, Social and Governance Report is published in electronic form only under the “Investor Relations” section of the website of the Company www.twcoffee.com and the website of the Stock Exchange www.hkexnews.hk. If you wish to receive a printed copy of our 2022 Environmental, Social and Governance Report, you may submit your request to the Share Registrar by post at the above address.

Should you have any queries relating to this notification, please do not hesitate to call the enquiry hotline at (852) 2980 1333 from 9:00 a.m. to 5:00 p.m. (Monday to Friday, excluding Hong Kong public holidays).

Yours faithfully,
For and on behalf of
Tsit Wing International Holdings Limited
Ms. Fan Yee Man
Executive Director and Company Secretary

- Notes:** (1) This notification letter is addressed to “Non-Registered Shareholder”, which means such person or company whose shares are held in The Central Clearing and Settlement System (CCASS) and who has notified TSIT WING INTL from time to time through Hong Kong Securities Clearing Company Limited that they wish to receive Corporate Communications. If you have sold or transferred your shares in the Company, please disregard this notification letter and the Request Form on the reverse side.
- (2) “Corporate Communications” refer to any documents issued or to be issued by TSIT WING INTL for information or action of holders of any of its securities, including but not limited to, directors’ reports and annual accounts together with copies of the auditors’ reports, interim reports, notices of meeting, listing documents, circulars and proxy forms.

各非登記股東⁽¹⁾：

捷榮國際控股有限公司*（「捷榮國際控股」）

— 2022年報、有關發行及購回股份之一般性授權、重選董事、重新委任核數師、末期股息、建議採納新細則之通函、股東週年大會通告（「本次公司通訊」）及環境、社會及管治報告之發佈通知

捷榮國際控股之本次公司通訊，均備有英文及中文版本，已登載於捷榮國際控股網站www.twcoffee.com及香港聯合交易所有限公司（「聯交所」）網站www.hkexnews.hk。閣下可於捷榮國際控股網站內的「投資者關係」項目內或搜尋聯交所網頁的「上市公司公告」頁面瀏覽本次公司通訊。

如閣下欲收取本次公司通訊之印刷本，請填妥並簽署本函背面之申請表格及使用申請表格底部隨附之郵寄標籤寄回捷榮國際控股之香港證券登記處卓佳證券登記有限公司轉交捷榮國際控股，地址為香港夏愨道16號遠東金融中心17樓。申請表格亦可於公司網站www.twcoffee.com或聯交所網站www.hkexnews.hk內下載。

請注意，當閣下填寫及寄回申請表格以索取本次公司通訊之印刷本後，即表示確認閣下收取印刷本之指示將適用於捷榮國際控股今後所有之公司通訊⁽²⁾，直至閣下通知捷榮國際控股之香港證券登記處另外之安排或停止持有捷榮國際控股的股份。

本公司《2022環境、社會及管治報告》僅以電子形式載於本公司集團網站www.twcoffee.com「投資者關係」一欄及聯交所網站www.hkexnews.hk。若閣下欲索取本公司《2022環境、社會及管治報告》的印刷本，閣下可向股份過戶登記處（郵寄至上述地址）提出有關要求。

閣下如就本通知有任何疑問，請於上午九時至下午五時（星期一至星期五，香港公眾假期除外），致電查詢熱線(852) 2980 1333。

代表
捷榮國際控股有限公司
執行董事兼公司秘書
樊綺敏小姐
謹啟

2023年3月24日

附註：(1) 此函件乃向捷榮國際控股之非登記之股東（指股份存放於中央結算及交收系統的人士或公司，並透過香港中央結算有限公司不時向捷榮國際控股發出通知，希望收取公司通訊）發出。如果閣下已出售或轉讓所持有之本公司股份，則無需理會本通知函件及本函背面的申請表格。

(2) 「公司通訊」指捷榮國際控股發出或將會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，其中包括但不限於董事會報告及年度賬目（連同核數師報告）、中期報告、會議通告、上市文件、通函及代表委任表格。

* For identification purposes only 僅供識別

Name(s) and address of Non-Registered Shareholder(s):
非登記股東姓名及地址：

REQUEST FORM 申請表格

To: **Tsit Wing International Holdings Limited**
c/o Tricor Investor Services Limited
17th Floor, Far East Finance Centre,
16 Harcourt Road, Hong Kong

致：**Tsit Wing International Holdings Limited**
捷榮國際控股有限公司*
經卓佳證券登記有限公司轉交
香港夏愨道16號
遠東金融中心17樓

I/We would like to receive the Current Corporate Communication and all future Corporate Communications⁽¹⁾ of Tsit Wing International Holdings Limited (“TSIT WING INTL”) in printed copy.

本人/吾等要求索取捷榮國際控股有限公司* (「捷榮國際控股」) 本次公司通訊及今後所有刊發之公司通訊⁽¹⁾的印刷本。

Signature 簽署： _____

Date 日期： _____

Name 姓名： _____ (English 英文) _____ (Chinese 中文)
(in block letters 以正楷填寫)

Contact Phone Number 聯絡電話： _____

Notes 附註：

- “Corporate Communications” refer to any documents issued or to be issued by TSIT WING INTL for the information or action of holders of any of its securities, including but not limited to, directors’ reports and annual accounts together with copies of the auditors’ reports, interim reports, notices of meeting, listing documents, circulars and proxy forms.
「公司通訊」指捷榮國際控股發出或將會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，其中包括但不限於董事會報告及年度賬目(連同核數師報告)、中期報告、會議通告、上市文件、通函及代表委任表格。
- By completing and returning this Request Form to request a printed copy of the current Corporate Communication, you have expressly indicated that you prefer to receive all future Corporate Communications of TSIT WING INTL in printed copy.
當閣下填寫及寄回此申請表格以索取本次刊發之公司通訊印刷本後，即表示閣下確認擬收取捷榮國際控股日後刊發的所有公司通訊的印刷本。

PERSONAL INFORMATION COLLECTION STATEMENT 收集個人資料聲明

- “Personal Data” in these statements 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」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。
- Your supply of Personal Data to TSIT WING INTL is on a voluntary basis. Any failure to provide sufficient information may lead to TSIT WING INTL being unable to process your instructions and/or requests as stated in this form.
閣下是自願向捷榮國際控股提供個人資料。若閣下未能提供足夠資料，捷榮國際控股可能無法處理閣下在本表格上所述的指示及/或要求。
- Your Personal Data may be disclosed or transferred by TSIT WING INTL to its subsidiaries, its share registrar in Hong Kong, and/or other companies or bodies for any of the stated purposes, and retained for such period as may be necessary for our verification and record purposes.
捷榮國際控股可就任何所說明的用途，將閣下的個人資料披露或轉移給捷榮國際控股的附屬公司、香港證券登記處、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紀錄用途。
- 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 to the Privacy Compliance Officer of Tricor Investor Services Limited at 17th Floor, Far East Finance Centre, 16 Harcourt Road, Hong Kong.
閣下有權根據《私隱條例》的條文查閱及/或修改閣下的個人資料。任何該等查閱及/或修改個人資料的要求均須以書面方式向卓佳證券登記有限公司的私隱條例事務主任提出，地址為香港夏愨道16號遠東金融中心17樓。

* For identification purposes only 僅供識別

(Please cut along the dotted line 請沿虛線剪下)

Please cut the mailing label and stick this on an envelope to return the Request Form to us.

No postage stamp is required for local mailing

當閣下寄回此表格時，請將此郵寄標籤剪貼於信封上。
如在本港投寄，閣下無須支付郵費或貼上郵票

Mailing Label 郵寄標籤

Tricor Investor Services Limited
卓佳證券登記有限公司
Freepost No. 簡便回郵號碼：10 GPO
Hong Kong 香港
TSIT WING INTL (2119)
捷榮國際控股(2119)