

Runhua Living Service Group Holdings Limited 润华生活服务集团控股有限公司

(a company incorporated in the Cayman Islands with limited liability)

(於開曼群島註冊成立的有限公司)

(Stock Code: 2455)

(股份代號: 2455)

12 April 2024

Dear registered shareholder(s),

Arrangement of Electronic Dissemination of Corporate Communications

Pursuant to Rule 2.07 of the Rules Governing The Listing of Securities on The Stock Exchange of Hong Kong Limited under the expansion of paperless listing regime and electronic dissemination of corporate communications that came into effect on 31 December 2023, Runhua Living Service Group Holdings Limited (the "Company") is writing to inform you that the Company has adopted electronic dissemination of corporate communications (the "Corporate Communications"), which mean any documents issued or to be issued by the Company for the information or action of holders of any of its securities, 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, its summary interim report; (c) a notice of meeting; (d) a listing document; (e) a circular and (f) a proxy form.

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.sdrhwy.cn and the HKEXnews website at www.hkexnews.hk in place of printed copies.

Solicitation of electronic contact details

To ensure timely receipt of the Actionable Corporate Communications (Note), the Company recommends you provide your email address by scanning your personalized QR code printed on the enclosed reply form (the "**Reply Form**"). Alternatively, you may sign and return the Reply Form to the Company's Hong Kong share registrar (the "**Share Registrar**"), Computershare Hong Kong Investor Services Limited, at 17M Floor, Hopewell Centre, 183 Queen's Road East, Wan Chai, Hong Kong.

If the Company does not receive a functional email address in your reply, until such time that the functional email address is provided to the Share Registrar, the Company will send the Actionable Corporate Communications (Note) in printed form in the future.

If you want to receive future Corporate Communications in printed form, please complete and return the reply form on the reverse side to the Share Registrar or send an email to ris.ecom@computershare.com.hk specifying your name, address and request to receive the Corporate Communications in printed form. Please note that such instruction shall be valid for one year starting from the receipt date of your instruction and will expire thereafter.

Should you have any queries relating to this letter, please contact the Company at (86) 0531-8729 7980 during business hours from 9:00 a.m. to 6:00 p.m. (Hong Kong time), Monday to Friday, excluding Hong Kong public holidays.

Yours faithfully,
By order of the Board
Runhua Living Service Group Holdings Limited
Mr. Yang Liqun

Chairman and executive Director

Note: Actionable Corporate Communication is any corporate communication that seeks instructions from issuer's securities holders on how they wish to exercise their rights or make an election as the issuer's securities holder.

各位登記股東:

以電子方式發布公司通訊之安排

根據自 2023 年 12 月 31 日起生效的擴大無紙化上市機制及以電子方式發布公司通訊規定下香港聯合交易所有限公司證券上市規則第 2.07 條, 润华生活服务集团控股有限公司(「**公司**」)謹此通知 閣下,公司已採用以電子方式發布公司通訊(「**公司通訊**」)之安排,該公司通訊是指公司為向其任何證券持有人提供資訊或提醒其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、年度帳目以及審計報告副本以及(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) 會議通知; (d) 上市文件; (e) 通函和 (f) 代表委任表格。

請注意,所有日後公司通訊的英文版和中文版將在公司網站 www.sdrhwy.cn 和披露易網站 www.hkexnews.hk 上提供,以代替印刷本。

徵集電子聯絡資料

為確保及時收到可供採取行動的公司通訊^(欄註),公司建議 閣下透過掃描本函隨附之回條(「**回條**」)上列印的 閣下專屬二維碼來提供 閣下的電子郵件地址。 或者, 閣下也可以簽署回條並交回公司的香港股份過戶登記處(「**股份過戶處**」)香港中央證券登記有限公司,地址為香港灣仔皇后大道東 183 號合和中心 17M 樓。

如果公司沒有收到 閣下的有效電子郵件地址,直至股份過戶處收到 閣下有效的電子郵件地址前,本公司未來將以印刷本形式發送可供採取行動的公司通訊《Mita)。

若 閣下希望收取日後公司通訊之印刷本,請填妥本函背頁之回條並交回股份過戶處,或發送電子郵件至 <u>rls.ecom@computershare.com.hk</u>,並註明 閣 下的姓名、地址以及收取公司通訊印刷本的要求。 請注意,收取日後公司通訊印刷本之指示由收悉 閣下指示當日起計一年內有效,此後將過期。

如 閣下對本函件有任何疑問,請於星期一至五(香港公眾假期除外)辦公時間上午9時正至下午6時正(香港時間)期間致電公司(86)0531-87297980查詢。

承董事會命 **润华生活服务集团控股有限公司** *主席兼執行董事* **楊立群先生** 謹啟

2024年4月12日

附註:可供採取行動的公司通訊指任何涉及要求發行人的證券持有人指示其擬如何行使其有關證券持有人的權利或作出選擇的公司通訊。

REPLY	FORM	回條
NEI LI	LOWN	

Computershare Hong Kong Investor Services Limited

(The "Share Registrar") 17M Floor, Hopewell Centre

183 Queen's Road East, Wanchai, Hong Kong

香港中央證券登記有限公司 (「股份過戶處」) 香港灣仔皇后大道東 183 號 合和中心 17M 樓

(Please choose ONLY ONE of the options below)

(請<u>從以下選項中**只選擇其中一項**)</u>

Option 1: Provide your email address for receipt of future Actionable Corporate Communications^(Note 3) of the Company via electronic dissemination by scanning

your personalized QR code

發佈可供採取行動的未來公司通訊(附註3)

選項1: 掃瞄 閣下專屬二維碼提供 閣下之電子郵件地址,以接收公司通過電子方式

Option 2: I/we hereby provide my/our email address in writing for receipt of future Actionable Corporate Commun

You are **NOT required** to return this Reply Form if you choose Option 1. 如選擇了選項1、 閣下無須交回本回條。

cations ^(Note 3) of the following listed		
式發佈可供採取行動的未來公司通訊 ^{<i>(附註 3)</i>}		
oldings Limited		

Personalized QR Code 專屬二維碼

company (the "Company") via electronic dissemination <u>選項 2:</u> 本人/吾等現以書面提供本人/吾等之的電子郵件地址.以確保收到以下上市公司(「公司」)通過電子方式發佈可供採取行動的未來公司通訊 ^(附註 3)				
Name of Securities holder(s) 證券持有人姓名: Name of the listed company 上市公司名稱:				
Runhua Living Service Group Holdings Limited 润华生活服务集团控股有限公司				
Email address 電郵地址: (Note 3 / 附註3)				
Option 3: I/we hereby request for receipt of Corporate Communications* in printed form (Please mark "✓" in the below box if applicable)				
選項3: 本人/吾等現要求收取公司通訊*印刷版 (如適用・請在以下方格內劃上「✓」號)				
receive future Corporate Communications* in printed copy and noted that this instruction is valid only for one year starting from the receipt date of instruction. (Note 5)				

Option 3: I/we hereby request for receipt of Corporate Communications* in printed form (Please mark "✓" in the below box if applicable) 選項 3: 本人/吾等現要求收取公司通訊*印刷版 (如適用・請在以下方格內劃上「✓」號)				
receive future Corporate Communications* in printed copy and noted that this instruction is valid only for one year starting from the receipt date of instruction. (Note 5) 收取未來公司通訊*的印刷本·並已知悉本指示由收取指示日期起計一年內有效。(附註 5)				
Signature(s): ^(Note 1) 簽名: ^(附註 1)	Contact number: 聯絡電話號碼:	Date: 日期:		

- Notes 附註:

 1. Please complete all your details clearly. If your shares are held in joint names, all of the joint shareholders should jointly sign this Reply Form in order to be valid. 請薄楚填安 問下之所有資料,如屬整名股東,則本回條須由所有聯名股東聯合簽署,方為有效。

 2. Any Reply Form with no signature or otherwise incorrectly completed will be void. 任何回條若未有簽署或在其他方面填寫不正確。则本回條將會作發。

 3. If the Company does not receive a functional email address in your reply, the Company will send the Actionable Corporate Communication in printed form in the future. Actionable Corporate Communication that seeks instructions from issuer's securities holders on how they wish to exercise their rights or make an election as the issuer's securities holder. 如公司沒有收到 個下的有效電子郵件地址,公司將以印刷本形式發送可供採取行動的未來公司通訊。可供採取行動的公司通訊を任何涉及要求發行人的證券特有人指示其擬如何行使其有關 證券特有人的權利的公司通訊。
- 的公司通訊。 明文的 provide more than one email address by QR code, email, reply form and/or other means, only the latest one email address provided will be registered.

 如 關下遊過。維護、電影、回線及成其他方式提供多於一個的電子器件地址。只有、關下最後提供的電子器件地址將會被用於登記。 If you mark "" in the box in Option 3, no email address will be registered and only Corporate Communications" in printed form will be received.

 如 關下在選項 3 方格內劃上 "、」號,將不會看電子器件地址被登記。只得公司通訊。的印刷版會被收取。 For the avoidance of doubt, the Company does not accept any other instructions given on this Reply Form.

 為免有援,在本回條上的任何額外指示。公司將不予處理。

- Unless otherwise specified, Corporate Communications refer to any documents issued or to be issued by the Company for the information or action of holders of any of its securities, including but not limited to the annual report, interim report, notice of meeting, circular and proxy form.

 除非另有註明·公司通訊乃指公司已發出或將予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,其中包括但不限於年報、中期報告、會議通告、通函及代表委任表格。

PERSONAL INFORMATION COLLECTION STATEMENT 收集個人資料聲明

- "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").
 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》(「《私隱條例》」)中「個人資料」的涵義相同。
 Your Personal Data provided in this Reply Form will be used in connection with, including but not limited to, the Company's electronic dissemination of Corporate Communications and to liaise with you on other matters relating to your holdings in the Company. Your supply of Personal Data to the Company is on a volunty basis. In case of a failure to provide sufficient information, the Company may not be able to process your instruction and/or request as stated in this Reply Form.

 園下於本色像所提供的個人資料無財於(包括但不限於)有關公司以電子方式發布公司通訊及就 閣下持有的公司證券有關的其他事宜上與 閣下聯絡。 閣下是自願向公司提供個人資料。若 閣下未能提供足夠資料・公司可能無法處理 閣下在本回條上所述的指示及/或要求。
- 公司可能無法處理 阁下在本回縣上所述的指示及/或要求。
 Your Personal Data may be disclosed or transferred by the Company to its substidiaries, the Share Registrar, and/or other companies or bodies for any of the stated purposes, or when it is required to do so by law and will be retained for such period as may be necessary for our verification and record purposes.
 公司可就任何所說明的用途或在法例規定的情况下,將 閣下的個人資料披露或轉移給公司的附屬公司、股份過戶處、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, by mail to the Hong Kong Privacy Officer of the Share Registrar at 17M Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong or by email at PrivacyOfficer@computershare.com.ht.
 图下有權權權 人物產例》的條文宣閱及成修定 图下的個人資料。任何该等查閱及/或修改個人資料的要求均須以書面方式郵寄至股份過戶處(地址為香港灣行皇后大道東 183 號合和中心 17M 楼)向香港港私主任提出,或發送電影至 PrivacyOfficer@computershare.com.ht.

Mailing Label 郵客標鑑

Computershare Hong Kong Investor Services Limited 香港中央證券登記有限公司 Freepost No. 簡便回郵號碼:37 Hong Kong 香港

Please cut the mailing label and stick it on an envelope to return this form to us No postage is necessary if posted in Hong Kong.

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