



Guan Chao Holdings Limited 冠轆控股有限公司

(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：1872)

NOTIFICATION LETTER 通知信函

Dear Non-registered holder⁽¹⁾,

29 April 2024

Guan Chao Holdings Limited (the “Company”)

Notice of Publication of 2023 Annual Report, Circular of 2024 Annual General Meeting and Proxy Form (the “Current Corporate Communication(s)”)

The English and Chinese versions of the Company’s Current Corporate Communication(s) are available on the Company’s website at www.guanchaoholdingsltd.com (select the “Announcements & Circulars” section within the “Investor Relations”) 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(s) on the Company’s website or browsing through the Stock Exchange’s website.

If you wish to receive printed versions of the Current Corporate Communication(s) and all future Corporate Communications⁽²⁾, please complete the Request Form on the reverse side and return it to the Company’s Hong Kong branch share registrar, Tricor Investor Services Limited (the “Share Registrar”), at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong by post using the mailing label (a stamp is not required if posted in Hong Kong) at the bottom of the Request Form. The Request Form may also be downloaded from the Company’s website at www.guanchaoholdingsltd.com or the Stock Exchange’s website at www.hkexnews.hk.

As a non-registered shareholder, if you wish to receive Corporate Communications from the Company pursuant to the Listing Rules, 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.

Should you have any queries relating to the content of this letter, please call the telephone hotline of the Share Registrar at (852) 2980 1333 during business hours (9:00 a.m. to 5:00 p.m. from Monday to Friday, excluding public holidays) or send an email to 1872-ecom@hk.tricorglobal.com.

By the order of the Board
Guan Chao Holdings Limited
Tan Shuay Tarnng Vincent
Chairman and Executive Director

Notes:

- (1) This letter is addressed to Non-registered holders (“Non-registered holder” means such person or company whose shares in the Company are held in The Central Clearing and Settlement System and who has notified the Company from time to time through Hong Kong Securities Clearing Company Limited to receive Corporate Communication(s)). If you have sold or transferred all your shares in the Company, please disregard this letter and the Request Form on the reverse side.
- (2) Corporate Communication(s) refer to any document issued or to be issued by the Company for the information or action of holders of any of the Company’s securities, including but 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) form of proxy.

各位非登記持有人⁽¹⁾：

冠轆控股有限公司（「本公司」）

二零二三年年報、二零二四年股東週年大會通函及代表委任表格（「本次公司通訊」）之發佈通知

本公司的本次公司通訊的中、英文版本已上載於本公司網站（www.guanchaoholdingsltd.com）（選擇「投資者關係」中的「公告及通函」部份）及香港聯合交易所有限公司（「聯交所」）的網站（www.hkexnews.hk）。閣下可在本公司網站或在聯交所網站瀏覽本次公司通訊。

如閣下欲收取本次公司通訊及所有日後之公司通訊⁽²⁾之印刷本，請填妥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（如在香港投寄則毋須貼上郵票）寄回本公司之香港股份過戶登記分處卓佳證券登記有限公司（「股份過戶登記處」），地址為香港夏愨道16號遠東金融中心17樓。申請表格亦可於本公司網站（www.guanchaoholdingsltd.com）或聯交所網站（www.hkexnews.hk）內下載。

作為非登記股東，如有意根據《上市規則》收取公司通訊，閣下應聯絡代閣下持有股份的銀行、經紀、託管商、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閣下的電子郵件地址。

閣下如對本函內容有任何疑問，請於辦公時間星期一至星期五（公眾假期除外）上午9時正至下午5時正期間致電股份過戶登記處熱線電話(852) 2980 1333，或發送電郵至 1872-ecom@hk.tricorglobal.com。

承董事會命
冠轆控股有限公司
陳率堂先生
主席兼執行董事

2024年4月29日

附註：

- (1) 本函乃向非登記持有人（「非登記持有人」指所持有的本公司股份已存放於中央結算及交收系統的人士或公司，透過香港中央結算有限公司不時向本公司發出通知，表示欲收到公司通訊）發出。如閣下已經出售或轉讓所持有的全部本公司股份，則無需理會本函及背面的申請表格。
- (2) 公司通訊指由本公司發出或將予發出以供本公司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：(a)董事局報告、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)代表委任表格。

Non-registered Shareholder's information (English name and Address):
非登記股東資料 (英文姓名及地址):

REQUEST FORM 申請表格

To: **Guan Chao Holdings Limited (the "Company")**
(Stock Code: 1872)
c/o Tricor Investor Services Limited
17/F, Far East Finance Centre
16 Harcourt Road, Hong Kong

致: **冠幟控股有限公司 (「本公司」)**
(股份代號: 1872)
經卓佳證券登記有限公司
香港夏愨道16號
遠東金融中心17樓

REMINDER 提示

As a non-registered shareholder, if you wish to receive Corporate Communications (I) pursuant to the Listing Rules, 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.

作為非登記股東，如有意根據《上市規則》收取公司通訊 (I)，閣下應聯絡閣下持有股份的銀行、經紀、託管商、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閣下的電子郵件地址。

I/We would like to receive the current and future Corporate Communications⁽¹⁾ in printed copy of the Company.
本人/吾等要求索取本公司本次及今後刊發之公司通訊⁽¹⁾之印刷本。

Signature:

簽署:

Date:

日期:

Name:

姓名:

Contact Phone Number:

(English 英文) 聯絡電話:

(in block letters 請以正楷填寫)

Notes 附註:

- "Corporate Communications" refer to any document issued or to be issued by the Company for the information or action of holders of any of the Company's 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; and (e) a circular.
「公司通訊」指由本公司發出或將予發出以供本公司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：(a) 董事會報告、年度賬目以及審計報告副本以及及 (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) 會議通告；(d) 上市文件；和 (e) 通函。
- By completing and returning this Request Form to request for the printed copy of the Current Corporate Communications, you have expressly indicated that you prefer to receive all future Corporate Communications of the Company in printed copy.
當閣下填寫及寄回此申請表格以索取刊發之本次公司通訊印刷本後，即表示閣下確認擬收取本公司日後刊發的所有公司通訊的印刷本。
- This request will be valid unless being revoked or superseded or until expired on 31 December 2024 (whichever is earlier). Further request in writing will be required if Shareholder prefers to continue receiving printed copy of future Corporate Communications.
此請求將一直有效，除非被撤銷或取代，或者直到 2024 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企業通訊。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 Investor Services Limited
17/F, Far East Finance Centre
16 Harcourt Road, Hong Kong
By email to: is-enquiries@hk.tricorglobal.com

經郵寄: 個人資料私隱主任
卓佳證券登記有限公司
香港夏愨道16號
遠東金融中心17樓
經電郵: is-enquiries@hk.tricorglobal.com

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

No postage stamp is required 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，則毋需貼上郵票。

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
Guan Chao Holdings Limited
冠幟控股有限公司 (1872)