



銀城生活服務有限公司

YINCHENG LIFE SERVICE CO., LTD.

(Incorporated in the Cayman Islands with limited liability)
(於開曼群島註冊成立之有限公司)
Stock Code 股票代號: 1922

NOTIFICATION LETTER 通知信函

30 April 2024

Dear Non-registered holder ^(Note 1),

Yincheng Life Service Co., Ltd. (the "Company")

- Notice of Publication of Annual Report 2023 (the "Current Corporate Communications") and Environmental, Social And Governance Report 2023 (the "ESG Report 2023")

The Company's Current Corporate Communications are available on the Company's website at www.yinchenglife.hk and the website of The Stock Exchange of Hong Kong Limited ("HKEX") at www.hkexnews.hk. You may access to the Current Corporate Communications at the home page of the Company or browse through the HKEX's website (the "Website Version").

If you wish to receive a printed copy of the Current Corporate Communications, you can complete the enclosed request form and return it to the Company's branch share registrar in Hong Kong, Boardroom Share Registrars (HK) Limited (the "Hong Kong Branch Share Registrar") by post using the mailing label provided. The address of the Hong Kong Branch Share Registrar is 2103B, 21/F, 148 Electric Road, North Point, Hong Kong. The printed copy of the Current Corporate Communications will be sent to you free of charge upon receipt of your request. The Request Form may also be downloaded from the Company's website at www.yinchenglife.hk or the HKEX's website at www.hkexnews.hk.

The ESG Report 2023 is published in electronic form only on the Company's website and the HKEX's website. You may access the Report at the home page of the Company or browse through the HKEX's website.

Arrangement of Electronic Dissemination of Corporate Communications ^(Note 2)

Pursuant to Rule 2.07 of the Rules Governing The Listing of Securities of 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, the Company has adopted electronic dissemination of future Corporate Communications. Please note that both the English and Chinese versions of all future Corporate Communications will be available electronically on the Company's website and the HKEX's website, in place of printed copies. The Company will cease sending a notice of publication of the Website Version of the Corporate Communications to you. You are encouraged to proactively monitor the availability and access all future Corporate Communications on the websites and access the Website Version of Corporate Communications by yourself.

As a Non-registered Shareholder, if you wish to receive Corporate Communications of the Company in electronic form, you should liaise with your bank(s), broker(s), custodian(s), nominee(s) or HKSCC Nominees Limited through which your shares in the Company are held (collectively, the "Intermediaries") and provide your email address to your Intermediaries. Please contact your Intermediaries for the detailed procedure. If the Company does not receive your functional email address from the Intermediaries, until such time that the functional email address is provided to the Intermediaries, the Company will send the Actionable Corporate Communications ^(Note 3) (if applicable) in printed form in the future.

Should you have any queries relating to any of the above matters, please send an email to ir@yincheng.hk.

By order of the Board
Yincheng International Holding Co., Ltd.
XIE Chenguang
Chairman

Note 1: This letter is addressed to Non-registered holders ("Non-registered holder" means 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 to receive Corporate Communications). If you have sold or transferred your shares in the Company, please disregard this letter and the Request Form on the reverse side.

Note 2: Corporate Communications include but are not limited to (a) the directors' report, the annual financial statements together with a copy of the independent auditors' report of the Company and, where applicable, its summary financial report; (b) the interim, quarterly report and, where applicable, summary interim report; (c) a notice of meeting; (d) a listing document; (e) a circular; (f) a reply slip and (g) a proxy form.

Note 3: Actionable Corporate Communications are any corporate communications which seek instructions from you on how you wish to exercise your rights or make an election as a shareholder of the Company.

各位非登記持有人 ^(附註 1) :

銀城生活服務有限公司 (「本公司」)

-2023 年度報告 (「本次公司通訊文件」) 以及 2023 年環境、社會及管治報告之發佈通知

本公司的本次公司通訊文件已上載於本公司網站 (www.yinchenglife.hk) 及香港聯合交易所有限公司 (「香港交易所」) 網站 (www.hkexnews.hk)，歡迎瀏覽。請在本公司網站或在香港交易所網站瀏覽有關文件 (「網站版本」)。

倘閣下擬收取本次公司通訊的印刷本，可填妥隨附之申請表格及利用所提供的郵寄標籤寄回本公司於香港之股份過戶登記分處寶德隆證券登記有限公司 (「香港股份過戶登記分處」)。香港股份過戶登記分處地址為香港北角電氣道 148 號 21 樓 2103B 室。本次公司通訊的印刷本將於收到要求後免費發送予閣下。申請表格亦可於本公司網站 (www.yinchenglife.hk) 或香港交易所網站 (www.hkexnews.hk) 內下載。

本公司 2023 年環境、社會及管治報告僅以電子形式上載於本公司網站及香港交易所網站。請在本公司網站在香港交易所網站瀏覽有關報告。

以電子方式發佈公司通訊 ^(附註 2) 之安排

根據自二零二三年十二月三十一日起生效的擴大無紙化制度及以電子方式發佈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，本公司已採用以電子方式發布未來公司通訊。所有未來公司通訊的英文版和中文版將在本公司網站和香港交易所網站上提供，以代替印刷本。本公司未來將停止向股東發送公司通訊網站版本的登載通知。本公司鼓勵閣下主動留意網站上所有日後的企業通訊的登載情況，並自行瀏覽企業通訊的網站版本。

作為非登記股東，如閣下欲以電子方式收取本公司的公司通訊，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「中介機構」)，並向閣下的中介機構提供閣下的電子郵件地址。請聯絡閣下的中介機構以了解詳細程序。如本公司沒有從中介機構收到閣下的有效電子郵件地址，直至中介機構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 ^(附註 3) (如適用)。

如對本函內容有任何疑問，請電郵至 ir@yincheng.hk。

承董事會命
銀城生活服務有限公司
主席
謝晨光

二零二四年四月三十日

附註 1：此函件乃向本公司之非登記持有人 (「非登記持有人」指股份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，希望收到公司通訊) 發出。如果閣下已經出售或轉讓所持有之本公司股份，則無需理會本函件及背面的申請表格。

附註 2：公司通訊文件包括但不限於：(a) 董事會報告、本公司年度財務報表連同獨立核數師報告及如適用的財務摘要報告；(b) 中期、季度報告及如適用的中期摘要報告；(c) 會議通告；(d) 上市文件；(e) 通函；(f) 回執；及 (g) 委任代表表格。

附註 3：可供採取行動的公司通訊指本公司尋求閣下指示後就作為本公司股東如何行使其權利或選擇而發出之任何公司通訊。

Request Form 申請表格

To: **Yincheng International Holding Co., Ltd. (the “Company”)**
c/o Boardroom Share Registrars (HK) Limited
2103B, 21/F, 148 Electric Road, North Point, Hong Kong

致：銀城生活服務有限公司（「本公司」）
經 寶德隆證券登記有限公司
香港北角電氣道 148 號 21 樓 2103B 室

REMINDER 提示

As a non-registered shareholder, if you wish to provide your electronic contact details for the receipt of future corporate communications, you may give instructions to your intermediary (for example, a bank, a custodian or a securities broker)/ nominee. Please contact your intermediary / nominee for detailed procedure.

作為非登記股東，如有意提供其電子聯絡資料以收取日後公司通訊文件之用，閣下須給予中介人(如銀行、託管商或證券經紀)/代理人有關指示。請向中介人/代理人查詢詳細程序。

To receive a printed form of the Current Corporate Communications (Please mark (“X”) to the following box)

收取本次公司通訊之印刷本 (請在空格內劃上「X」號)

- I/We would like to receive the **printed English version** of all Corporate Communications ONLY; **OR**
本人/我們希望僅收取公司通訊文件之**英文印刷本**；或
- I/We would like to receive the **printed Chinese version** of all Corporate Communications ONLY; **OR**
本人/我們希望僅收取公司通訊文件之**中文印刷本**；或
- I/We would like to receive both **printed English and Chinese versions** of all Corporate Communications.
本人/我們希望同時收取公司通訊文件之**英文及中文印刷本**。

Name(s)[#]
姓名[#]

Contact telephone number
聯絡電話號碼

(Please use ENGLISH BLOCK LETTERS 請用英文正楷填寫)

Address[#]
地址[#]

(Please use ENGLISH BLOCK LETTERS 請用英文正楷填寫)

Signature
簽名

Date
日期

You are required to fill in the details if you download this request form from the Company's website.

假如閣下從公司網站下載本申請表格，請必須填上有關資料。

Note 附註：

- Please complete all your details clearly. 請閣下清楚填寫所有資料。
- This letter is addressed to Non-registered holders (“Non-registered holder” means 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 to receive Corporate Communications). 此函件乃向本公司之非登記持有人(「非登記持有人」指股份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，希望收到公司通訊)發出。
- Any form without indication, with no signature or otherwise incorrectly completed will be void. 如在本表格未有作出選擇、未有簽署、或在其他方面填寫不正確，則本表格將會作廢。
- The above instruction will apply to the Current Corporate Communications to be sent to you. 上述指示適用於本次發送予閣下之所有公司通訊。
- For the avoidance of doubt, we do not accept any special instructions written on this Request Form. 為免存疑，任何在本申請表格上的額外手寫指示，本公司將不予處理。

PERSONAL INFORMATION COLLECTION STATEMENT 收集個人資料聲明

- (i) “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。
- (ii) Your Personal Data provided in this Request Form will be used in connection with, including but not limited to, the Company's electronic dissemination of Corporate Communications and Actionable 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 voluntary basis. Failure to provide sufficient information may result in the Company being unable to process your instructions and/or requests as stated in this Request Form. 閣下於申請表格所提供的個人資料將用於(包括但不限於)有關公司以電子方式發布公司通訊和可供採取行動的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。閣下向公司所提供個人資料屬自願性質。若閣下未能提供足夠資料可能導致公司無法處理閣下在本申請表格上所述的指示及/或要求。
- (iii) Your Personal Data may be disclosed or transferred by the Company to its subsidiaries, its share registrar, 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. 本公司可就任何所說明的用途，將閣下的個人資料披露或轉移給本公司的附屬公司、股份過戶登記處、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。
- (iv) 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 Personal Data Privacy Officer of Boardroom Share Registrars (HK) Limited at 2103B, 21/F, 148 Electric Road, North Point, 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寶德隆證券登記有限公司(地址為香港北角電氣道 148 號 21 樓 2103B 室)的個人資料私隱主任提出。

* For identification purpose only

* 謹供識別

閣下寄回此申請表格時，請將郵寄標籤剪貼於信封上。

如在本港投寄毋須貼上郵票。

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

No postage stamp necessary if posted in Hong Kong.

郵寄標籤 MAILING LABEL

寶德隆證券登記有限公司
Boardroom Share Registrars (HK) Limited
簡便回郵號碼 Freepost No. 37 WCH
香港 Hong Kong