

## HEVOL SERVICES GROUP CO. LIMITED

## 和泓服務集團有限公司

(Incorporated in the Cayman Islands with limited liability) (於開曼群島註冊成立之有限公司)

(Stock Code 股份代號: 6093)

3 June 2024

Dear registered shareholder(s),

## **Arrangement of Electronic Dissemination of Corporate Communications**

Pursuant to Rule 2.07A of the Rules Governing The Listing of Securities on The Stock Exchange of Hong Kong Limited (the "Listing Rules") under the expansion of paperless listing regime and electronic dissemination of corporate communications that came into effect on 31 December 2023, Hevol Services Group Co. Limited (the "Company") is writing to inform you that the Company has adopted electronic dissemination of corporate communications (the "Corporate Communications"), which means 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 <a href="https://www.hevolwy.com.cn">www.hevolwy.com.cn</a> and the HKEXnews website at <a href="https://www.hexnews.hk">www.hexnews.hk</a> in place of printed copies. You need to proactively check the website of the Company and the HKEXnews website to keep up with the Company's publication of Corporate Communications.

Solicitation of electronic contact details

To ensure timely receipt of the Actionable Corporate Communications<sup>(Note)</sup>, 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.

It is your responsibility to provide email address that is functional. In general, the Company will be considered to have complied with the Listing Rules if it sends Actionable Corporate Communications (Note) to the email address provided by you without receiving any "non-delivery message". 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 the 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 <a href="https://example.com/ecommunications">hevol.ecom/ecommunications</a> 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 Share Registrar at 2862 8688 during business hours from 9:00 a.m. to 6:00 p.m. (Hong Kong time), Mondays to Fridays, excluding Hong Kong public holidays.

Yours faithfully,
By order of the Board
Hevol Services Group Co. Limited
Wang Wenhao
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(「**上市規則**」)第 2.07A 條,和泓服務集團有限公司(「**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)委任表格。

請注意,所有未來公司通訊的英文版和中文版將在公司網站 <u>www.hevolwy.com.cn</u>和披露易網站 <u>www.hkexnews.hk</u>上提供,以代替印刷本。 閣下需要主動查看公司網站和披露易網站以留意公司之公司通訊的發布。

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<sup>網證)</sup>,公司建議 閣下透過掃描本函背頁之回條(「**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。

閣下有責任提供有效的電子郵箱地址。一般而言,如公司向 閣下提供的電子郵箱地址發送可供採取行動的企業通訊<sup>(網建)</sup>而未收到任何「未送達信息」,則公司將被視為已遵守上市規則。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<sup>(網建)</sup>。

若 閣下希望收取公司通訊之印刷版,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>hevol.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版的要求。 請注意,收取未來公司通訊印刷版之指示由收悉 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,請於辦公時間星期一至五(香港公眾假期除外)上午 9 時正至下午 6 時正(香港時間)期間致電股份過戶處 2862 8688 查詢。

承董事會命

和泓服務集團有限公司 執行董事 王文浩 謹的

2024年6月3日

REPLY FORM 回條			
To: Computershare Hong Kong Investor Service (The "Share Registrar") 17M Floor, Hopewell Centre 183 Queen's Road East, Wanchai, Hong Ko		: 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 <u>choose ONLY ONE of the options below</u> ) (請從以下選項中 <b>只選擇其中一項</b> )			
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         選項1: 掃瞄 閣下專屬三維碼提供 閣下之電子郵件地址,以接收公司通過電子方式發佈可供採取行動的未來公司通訊 (網註3)         You are NOT required to return this Reply Form if you choose Option 1.			
如選擇了選項1、 閣刊	無須交回本回條。		
Option 2: I/we hereby provide my/our email address in writing for receipt of future Actionable Corporate Communications (Note 3) of the following listed company (the "Company") via electronic dissemination 選項 2: 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 (開註 3) Name of Securities holder(s) 證券持有人姓名:			
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. (Notes 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。(常註5)         Printed English version 英文印刷本       Printed Chinese version 中文印刷本    Printed English and Chinese versions 中、英文印刷本			
Signature(s): <sup>(Notes 1)</sup> 簽名: <sup>(附註 1)</sup>	Contact number: 聯絡電話號碼:	Date: 日期:	
Notes 出記:  1. Please complete all your details clearly, If your shares are held in joint names, all of the joint shareh 清潔在原書 第下之所有限。如圖書名號 # 《於此即為此所有為名歌即繼念聲 # 乃為有效。  2. Any Ruply Form with no signature or otherwise incorrectly completed will be void. 任何如何是不有實書或其他乃書稿不不懂,然未能解得亦作。	olders should jointly sign this Reply Form in order to be valid.  onable Corporate Communication in printed form in the future. Actionable Corporate Co.  · 可供解而自然公司機能加近何洛及更求與行人的證明特有人指示其解如何仍保其有關  attest one email address provided will be registered.  「與今子用件就因素如此常是 antestions" to printed form will be received.  ②  —  —  —  —  —  —  —  —  —  —  —  —	numarication is any corporate communication that seeks instructions from its user's securities holders on how they with to exercise their r 國際特別人的權利	rights or make an election

Mailing Label 郵寄標籤

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.

當 閣下寄回此回條時·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。