



VICON HOLDINGS LIMITED
(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: 3878)

29 July 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 (the “**Listing Rules**”) relating to the expansion of paperless listing regime and electronic dissemination of corporate communications, which came into effect on 31 December 2023 and the articles of associations (“**Articles**”) of Vicon Holdings Limited (the “**Company**”), the Company is writing to inform you that the Company has adopted electronic dissemination of corporate communications (the “**Corporate Communications**”). Corporate Communications 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.vicon.com.hk and the HKEXnews website at www.hkexnews.hk in place of printed copies. A notice of availability of Corporate Communications will be sent to you by email (if you have provided a functional email address^(Note 1)) or by post (if you have not provided an email address or the email address is non-functional) as long as the Articles requires doing so. The Company is also required by the Listing Rules to send Actionable Corporate Communications^(Note 2) to each shareholder individually.

Solicitation of electronic contact details

To ensure timely receipt of the latest Corporate Communications, the Company recommends you provide your email address by scanning your personalized QR code printed on the reply form (the “**Reply Form**”) on the reverse side. 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, you will be unable to receive any notifications regarding the publication of Corporate Communications by email. The Company will send you the (i) notice of availability of Corporate Communications and (ii) the Actionable Corporate Communications in printed form in the future.

If you want to receive the Corporate Communications in printed form, please complete the Reply Form on the reverse side and send it to the Share Registrar or send an email to viconholdings.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 Share Registrar at (852)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.

By Order of the Board
Vicon Holdings Limited
CHOW Kwok Chun
Chairman

Notes

- It is the responsibility of a shareholder to provide email address that is functional. The Company will be considered to have been duly discharged of and released from its obligations, and to have complied with the Listing Rules, if it sends Actionable Corporate Communications to the email address provided by a shareholder without receiving any “non-delivery message”.
- 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制度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 2.07 條，以及 Vicon Holdings Limited（「**本公司**」）的組織章程細則，本公司謹此通知閣下，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 www.vicon.com.hk 和披露易網站 www.hkexnews.hk 上提供，以代替印刷本。本公司將按章程規定，通過電子郵件（如閣下已提供有效的電子郵件地址^(附註 1)）或郵寄方式（如閣下尚未提供電子郵件地址，或所提供電子郵件地址並非有效）向股東發送公司通訊的可供查閱通告。本公司亦按上市規則的要求向股東個別寄發可供採取行動的公司通訊^(附註 2)。

徵集電子聯絡資料

為確保及時收到最新的公司通訊，本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。

如果本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，閣下將無法通過電子郵件方式收到任何有關發布公司通訊的通知。本公司未來將以印刷本形式發送可供查閱通告及可供採取行動的公司通訊^(附註 2)。

若閣下希望收取未來公司通訊之印刷本，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 viconholdings.ecom@computershare.com.hk，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，收取未來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(852)2862 8688 向股份過戶處查詢。

承董事會命
Vicon Holdings Limited
主席
鄒國俊

2024 年 7 月 29 日

附註：

- 股東有責任提供有效的電子郵件地址。如本公司發送可供採取行動的公司通訊至股東所提供的電子郵件地址後沒有收到任何「發送失敗訊息」，即視為已履行及解除其責任，並已遵守上市規則。
- 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的公司通訊。

