

TUNGTEX (HOLDINGS) COMPANY LIMITED

同得仕(集團)有限公司

(Incorporated in Hong Kong with limited liability) (於香港註冊成立之有限公司)

> (Stock Code: 00518) (股份代號:00518)

NOTIFICATION LETTER 通知信函

30 July 2024

Dear Registered Shareholder(s),

Tungtex (Holdings) Company Limited (the "Company")

- Notification of publication of (1) 2024 Annual Report, (2) Circular dated 30 July 2024, (3) Notice of 2024 Annual General Meeting and (4) Proxy Form (collectively the "Current Corporate Communications") and (5) 2024 Environmental, Social and Governance Report

The English and Chinese versions of the Company's Current Corporate Communications and 2024 Environment, Social and Governance Report are now available on the Company's website at www.tungtex.com and the website of The Stock Exchange of Hong Kong Limited (the "Stock Exchange") at www.hkexnews.hk (the "Website Version'). The Company strongly recommends you to access the Website Version of the Current Corporate Communications and all future Corporate Communications If you have elected to receive the Corporate Communications in printed form, the Current Corporate Communications is enclosed.

If you for any reason have difficulty in receiving email notification or gaining access to the Website Version of the Corporate Communications and would like to receive the Current Corporate Communications and all future Corporate Communications in printed form, please complete, sign the enclosed Reply Form and return it to the Company's share registrar in Hong Kong, Tricor Secretaries Limited ("Share Registrar") at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong by post using the provided prepaid mailing label (no stamp is needed if posted in Hong Kong) or by email to tungtex518-ecom@vistra.com. The Company will promptly upon your request send the Current Corporate Communications to you in printed form free of charge.

It is the responsibility of registered shareholders to provide a functional email address. If you have not provided your email address to the Company or need to update your email address, the Company recommends you to provide your email address by completing, signing the enclosed Reply Form and returning to the Share Registrar at the above-mentioned address by post or by email to tungtex518-ecom@vistra.com. If the Company does not have your functional email address, until such time that the functional email address is provided to the Share Registrar, you will be unable to receive via email notices of publication of the Website Version of Corporate Communications ("Notice of Publication") and Actionable Corporate Communications in electronic form. As such, the Company would only be able to send you the Notice of Publication and the Actionable Corporate Communications in printed form.

Should you have any queries relating to this notification, please call the Share Registrar's telephone hotline at (852) 2980 1333 from 9:00 a.m. to 6:00 p.m., Monday to Friday (excluding public holidays).

> Yours Faithfully For and on behalf of Tungtex (Holdings) Company Limited Martin Tung Hau Man Chairman

Corporate Communications include any document(s) issued or to be issued by the Company for the information or action of holders of any of its securities or the investing public, including but not limited to (a) the directors' report and 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) the quarterly report, if any; (d) a notice of meeting; (e) a listing document; (f) a circular; (g) a proxy form; and (h) Actionable Corporate

Actionable Corporate Communications refer to any corporate communications that seek instructions from the Shareholders on how they wish to exercise their rights or make elections as Shareholders.

各位登記股東:

同得仕(集團)有限公司(「本公司」)

刊發有關(1)2024年年報、(2)日期為2024年7月30日之通函、(3)2024年股東週年大會通告及(4)代表委任表格(統稱「本次公司通訊」)以及(5)2024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及2024年環境、社會及管治報告之中、英文版本已分別上載於本公司網站(<u>www.tungtex.com</u>)及香港聯合交易所有限公司(「**聯交所**」)之 網站(www.hkexnews.hk)(「網站版本」)。我們建議 閣下閲覽本公司本次及日後公司通訊(*附註*)的網站版本。如 閣下已選擇收取公司通訊的印刷本,隨函附上 本次公司涌訊。

如 閣下因任何理由無法以電子郵件方式收取或閱覽公司通訊的網站版本及欲索取本次公司通訊及日後公司通訊的印刷本,請填妥及簽署隨附之回條,並以 已預付郵費的郵寄標籤寄回本公司之香港股份過戶登記處(「**股份過戶登記處**」)卓佳秘書商務有限公司(地址為香港夏慤道16號遠東金融中心17樓)(如在香港 投寄毋須貼上郵票),或電郵至tungtex518-ecom@vistra.com。本公司會因應 閣下之要求立即寄上公司通訊的印刷本,費用全免。

登記股東有責任提供有效的電子郵件地址。如 閣下尚未提供 閣下之電子郵件地址予本公司,或需更新 閣下之電子郵件地址,本公司建議 閣下填妥及 簽署隨附之回條,並按上述地址以郵寄方式交回本公司的股份過戶登記處或以電郵方式發送至tungtex518-ecom@vistra.com。如果本公司沒有收到 閣下的 有效電子郵件地址, 閣下將無法透過電子郵件方式收取以電子方式發送的公司通訊網站版本的登載通知(「登載通知」)及可供採取行動的公司通訊。本公司 只能以印刷本方式向 閣下發送登載通知及可供採取行動的公司通訊之印刷本予 閣下,直至股份過戶登記處收到 閣下有效的電子郵件地址為止。

閣下對本通知有任何查詢,請於星期一至星期五(公眾假期除外)上午9時至下午6時,致電股份過戶登記處熱線(852)29801333。

同得仕(集團)有限公司

2024年7月30日

附註: 公司通訊包括本公司發佈或將予發佈以供其任何證券持有人或投資大眾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,公司年度帳目連同核數師報告以及(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)季度報告(如有):(d)會議通告:(e)上市文件:(f)通函:(g)代表委任表格;及(h)可供採取行動的公司通訊。

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To: Tungtex (Holdings) Company Limited (the "Company") (Stock Code: 00518)

(Incorporated in Hong Kong with limited liability) c/o Tricor Secretaries Limited 17/F, Far East Finance Centre,

同得仕(集團)有限公司(「本公司|)(股份代號:00518)

(於香港註冊成立之有限公司) 經卓佳秘書商務有限公司 香港夏慤道16號 遠東金融中心17樓

I/We would like to receive the Current Corporate Communications and all future Corporate Communications in printed form in the manner indicated below: 甲部 本人/我們現欲以下列方式收取本次公司通訊及將來所有公司通訊之印刷本

(Please mark "✔" in ONLY ONE of the following boxes請從下列選擇中,僅在其中一個空格內劃上「✔」號)

☐ I/We would like to receive a printed copy in the English language only; OR

本人/我們現欲收取一份英文印刷本;或

16 Harcourt Road, Hong Kong

П I/We would like to receive a printed copy in the Chinese language only; OR

本人/我們現欲收取一份中文印刷本;或

I/We would like to receive a printed copy in both the English language and the Chinese language.

本人/我們現欲收取英文和中文各一份印刷本。

I/We would like to receive all future Corporate Communications and Actionable Corporate Communications in electronic form via the email address below: Part B 乙部 本人/我們現欲以以下電郵地址電子郵件方式收取本公司所有將來的公司通訊及可供採取行動的公司通訊的登載通知

(Please provide the email address in English Capital Letters) (請以英文下楷埴寫雷郵地址)

Name(s) of Shareholder(s): 股東姓名:

Signature: 簽名:

(Please use BLOCK LETTERS 請用正楷填寫)

Address: 地址:

(Please use BLOCK LETTERS 請用正楷填寫)

Contact telephone number: 聯絡電話號碼:

解註:
Please complete and sign this form and return it by cutting and sticking the prepaid mailing label on an envelope to the Company's share registrar in Hong Kong, Tricor Secretaries Limited or via email to tungtex518-ecom@vistra.com。
Please complete this form clearly. Any form with no indicated choice, with no signature or otherwise incorrectly completed shall be void. If your shares are held in joint names, the shareholder whose name stands first on the register of members of the Company's in respect of the joint holding should sign on this form in order to be valid. If your shares are held in joint names, the shareholder whose name stands first on the register of members of the Company's share registrar. Tricor Secretaries Limited or via email to tungtex 18-24 a will apply to all future Corporate Communications to be sent to you until you notify otherwise the Company's share registrar. Tricor Secretaries Limited, by reasonable notice in writing to 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong or by email to tungtex518-ecom@vistra.com. You are entitled at any time by reasonable notice in writing to the Company's share registrar to change your choice of means of future Corporate Communications.

Lug Harding Harding Harcourt Road, Hong Kong or by email to tungtex518-ecom@vistra.com. You are entitled at any time by reasonable notice in writing to the Company's share registrar to change your choice of means of future Corporate Communications.

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PERSONAL INFORMATION COLLECTION STATEMENT 收集個人資料聲明

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"Personal Data" in this statement has the same meaning as "personal data" defined in the Personal Data (Privacy) Ordinance, Chapter 486 of the Laws of Hong Kong ("PDPO"). Your supply of the Personal Data is on a voluntary basis and for the purpose of processing your instructions as stated in this form (the "Purposes"). If you fail to supply sufficient information, the Company may not be able to process your instructions. The Company may disclose or transfer the Personal Data to its subsidiaries, its share registrar and/or third party service provider who provides administrative, computer and other services to the Company for use in connection with the Purposes and not such parties who are authorised by law to request the information or are otherwise relevant for the Purposes and need to receive the information. The Personal Data will be retained for such period as may be necessary to fulfil the Purposes (including for verification and record purposes). Request for access to and/or correction of the Personal Data can be made in accordance with the provisions of the PDPO and any such request should be in writing and sent to the Data Privacy Officer of Tricors Sceretaries Limited at the above address.

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

當 閣下寄回本回條時,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。

Mailing Label 郵寄標籤

卓佳秘書商務有限公司 Freepost No. 簡便回郵號碼: 10 GPO Hong Kong 香港

