

KWAN YONG HOLDINGS LIMITED

光榮建築控股有限公司

(Incorporated in the Cayman Islands with limited liability)

(於開曼群島註冊成立的有限公司)

(Stock Code: 9998)

(股份代號：9998)

18 October 2024

Dear Registered Shareholders,

Kwan Yong Holdings Limited (the “Company”)

– Notification of publication of (i) Annual Report 2024; (ii) Circular dated 18 October 2024; (iii) Notice of Annual General Meeting to be held on 19 December 2024; and (iv) Form of Proxy for the Annual General Meeting (the “Current Corporate Communication”)

We hereby notify you that the English and Chinese versions of the Current Corporate Communication are now available on the Company’s website at www.kwanyong.com.sg under the Investor Relations section and the website of Hong Kong Exchanges and Clearing Limited at www.hkexnews.hk.

If you have elected to receive the Corporate Communications^(Note) in printed form, the Current Corporate Communication is enclosed.

If you would like to (i) receive the Current Corporate Communication in printed form; and/or (ii) change your means of receipt (in printed form or by electronic means through our website) of all future Corporate Communications, please complete the enclosed change request form and return it to the Company by post to Room 907, Tai Yau Building, 181 Johnston Road, Wanchai, Hong Kong, or by e-mail to enquiry@kwanyong.com. The Corporate Communications in printed form will be sent to you free of charge.

If you have difficulty in receiving or gaining access to the Corporate Communications on the website of the Company, the Company will promptly upon your request send the Corporate Communications to you in printed form free of charge.

If you choose the electronic means for receiving all future Corporate Communications, a notification of the publication of the Corporate Communications on the website of the Company will be sent to you by e-mail or, if none provided, by post to your registered address.

Should you have any queries relating to this notification, please contact our hotline at (65) 6898 2323 from 9:00 a.m. to 6:00 p.m., Monday to Friday (excluding public holidays).

By order of the Board
Kwan Yong Holdings Limited
Kwan Mei Kam
Chairman and Executive Director

Note:

Corporate communications include any publication issued or to be issued by the Company for information or action of holders of any of its securities, including, but not limited to, directors’ reports, annual accounts together with auditors’ reports, interim reports, notices of meetings, circulars, proxy forms and any “corporate communication” as defined in the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited.

致已登記股東：

光榮建築控股有限公司(「本公司」)

– 刊發(i)二零二四年年報；(ii)日期為二零二四年十月十八日的通函；(iii)於二零二四年十二月十九日舉行的股東週年大會通告及(iv)股東週年大會的代表委任表格(「本次公司通訊」)

謹此通知 閣下，本次公司通訊的英文及中文版已上載於本公司網站www.kwanyong.com.sg之投資者關係網頁及香港交易及結算有限公司網站www.hkexnews.hk，歡迎瀏覽。

如 閣下已選擇收取公司通訊^(附註)的印刷本，隨函附上本次公司通訊。

如 閣下欲(i)索取本次公司通訊的印刷本；及/或(ii)更改日後公司通訊的收取方式(收取印刷本或透過本公司網站瀏覽電子版本)，請填妥隨附更改申請回條，並寄回本公司(地址為香港灣仔莊士敦道181號大有大廈907室)，或電郵至enquiry@kwanyong.com。公司通訊的印刷本將免費發送予 閣下。

如因任何理由以致收取或接收於本公司網站登載的公司通訊出現困難，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。

如 閣下選擇日後以電子方式收取公司通訊，本公司會以電郵通知 閣下有關於公司通訊已登載在本公司網站；如未能提供電郵地址，則該通知將會郵寄至 閣下的登記地址。

倘 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，致電熱線(65) 6898 2323。

承董事會命
光榮建築控股有限公司
主席兼執行董事
Kwan Mei Kam

二零二四年十月十八日

附註：

公司通訊包括本公司發出或將予發出以供其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：董事會報告、年度賬目連同核數師報告、中期報告、會議通告、通函、委派代表書，以及任何香港聯合交易所有限公司證券上市規則內所指的「公司通訊」。

CHANGE REQUEST FORM 更改申請回條

To: Kwan Yong Holdings Limited ("Kwan Yong" or "Company")
Room 907, Tai Yau Building,
181 Johnston Road, Wan Chai
Hong Kong

致：光榮建築控股有限公司(「光榮」或「本公司」)
香港灣仔
莊士敦道181號
大有大廈907室

You do NOT need to complete this Change Request Form if you have received the document(s) in the manner you want.

倘閣下收到文件的送遞方式符合閣下的意願，則毋須填寫本更改申請回條。

1. Please send me/us the Current Corporate Communication (as defined on the reverse side of this form):
請寄予本人/吾等本次公司通訊(定義見本回條背面):
(Please "✓" the following box)
(請於下列空格內加上「✓」號)

in printed form
印刷本

2. I/We would like to receive Kwan Yong's future Corporate Communications:
關於光榮日後發出的公司通訊，本人/吾等欲：
(Please "✓" only one box)
(請僅在其中一個空格內劃上「✓」號)

in printed form; or
印刷本；或

by **electronic means** only under the Investor Relations section of Kwan Yong's website at www.kwanyong.com.sg instead of in printed form with an e-mail notification to my/our e-mail address below or a notification letter of the publication of Corporate Communications on Kwan Yong's website.
僅以電子方式透過光榮網站www.kwanyong.com.sg之投資者關係網頁收取公司通訊，以代替印刷本；並且包括通過本人/吾等的以下電郵地址，收取公司通訊已在光榮網站刊登的通知；或收取有關通知的郵遞函件。

(please fill in your e-mail address)
(請填寫閣下的電郵地址)

I/We have noted the following Personal Information Collection Statement and provide the information as requested.
本人/吾等已閱讀以下「收集個人資料之聲明」，並按要求提供資料。

Signature
簽署

Date:
日期:

Name(s) of Shareholder(s) in English
股東的英文名稱

Name(s) of Shareholder(s) in Chinese
股東的中文名稱

(Please use **BLOCK LETTERS** 請用正楷填寫)

Contact Phone Number
聯絡電話號碼

Notes 附註:

- Please complete and sign this form and return it by cutting and sticking the prepaid mailing label on an envelope to Company or via email to JLA@fong-on.com.hk.
請填妥及簽署本回條，並以隨附已預付郵費的郵寄標籤貼於信封上，寄回本公司或電郵至 enquiry@kwanyong.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 in respect of the joint holding should sign on this form in order to be valid.
請清楚填寫本回條。回條上若未有作出選擇、沒有簽名或沒有正確地填寫，均屬無效。如屬聯名股東，則本回條須按本公司股東名冊上聯名持有之股份戶口，由其姓名列於首位的股東簽署，方為有效。
- The above instruction for item 2 will apply to all future Corporate Communications to be sent to you until you notify otherwise by reasonable notice in writing to the Company or until expired on the last day of the following financial year of the Company (whichever is earlier). Further request in writing will be required if a shareholder prefers to continue receiving printed copy of future Corporate Communications and Actionable Corporate Communications.
上述第2項指示適用於本公司日後向閣下發出之所有公司通訊，直至閣下以合理時間書面通知本公司更改有關指示或直至本公司下一個財政年度的最後一天到期(以較早者為準)。如果股東希望繼續收到日後的公司通訊和可供採取行動的公司通訊的印刷本，則需要做進一步書面請求。
- For the avoidance of doubt, we do not accept any special instructions written on this form.
為免產生疑問，在本回條作出的任何額外手寫指示，公司將不予受理。
- Corporate Communications include any publication issued or to be issued by the Company for information or action of holders of any of its securities, including, but not limited to, directors' reports, annual accounts together with auditors' reports, interim reports, notices of meetings, circulars, proxy forms and any "corporate communication" as defined in the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited.
公司通訊包括本公司發出或將予發出以供其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：董事會報告、年度賬目連同核數師報告、中期報告、會議通告、通函、委派代表書，以及任何香港聯合交易所有限公司證券上市規則內所指的「公司通訊」。

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, 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 to 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 privacy compliance officer of the Company at the above address.

本聲明中所指的「個人資料」與香港法例第486章《個人資料(私隱)條例》(「《個人資料(私隱)條例》」)中「個人資料」的涵義相同。閣下是自願提供個人資料，以用於處理閣下在本回條上所述的指示(「該等用途」)。如閣下未能提供足夠資料，本公司有可能無法處理閣下的指示。本公司可就所述的該等用途，將個人資料披露或轉移給本公司的附屬公司、股份登記處及/或向為本公司提供行政、電腦及其他服務的第三者服務供應商，以及其他獲法例授權而要求取得有關資料的人士或其他與上述所列出的該等用途有關以及需要接收有關資料的人士。個人資料將在適當期間保留作履行所述的該等用途(包括作核實及紀錄用途)。有關查閱及/或更正個人資料的要求可按照《個人資料(私隱)條例》提出，而有關要求須以書面方式郵寄至本公司(地址如上)的董事會主席。



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

當閣下寄回此更改申請回條時，請將此郵寄標籤剪貼於信封上。

MAILING LABEL 郵寄標籤

Kwan Yong Holdings Limited 光榮建築控股有限公司
Room 907, Tai Yau Building, 181 Johnston Road, Wanchai, Hong Kong
香港灣仔莊士敦道181號大有大廈907室

