



**首惠產融**  
**首惠產業金融服務集團有限公司\***  
**CAPITAL INDUSTRIAL FINANCIAL SERVICES GROUP LIMITED**  
(Incorporated in Bermuda with limited liability)  
(於百慕達註冊成立之有限公司)  
(Stock Code 股份代號: 730)

**NOTIFICATION LETTER 通知信函**

Dear Registered Shareholders,

14 April 2025

**Capital Industrial Financial Services Group Limited (the “Company”)**

**- Notification of publication of 2024 Annual Report, Circular, Notice of Annual General Meeting and Proxy Form (the “Current Corporate Communication(s)”)**

We hereby notify you that the Current Corporate Communication(s) of the Company in both English and Chinese are now available on the Company’s website at [www.capital-ifs.com](http://www.capital-ifs.com) (by clicking “Investors Relations” on the homepage of the Company’s website) and the website of The Stock Exchange of Hong Kong Limited (the “Stock Exchange”) at [www.hkexnews.hk](http://www.hkexnews.hk) in an accessible format. You may access the Current Corporate Communication(s) through the Company’s website or the Stock Exchange’s website.

You may at any time choose either to receive printed copies of Corporate Communications<sup>(Note)</sup> in both English and Chinese free of charge or access through the Company’s website at [www.capital-ifs.com](http://www.capital-ifs.com) (the “Website Version”).

Even if you have elected (or are deemed to have consented) to receive the Website Version of all the Corporate Communications, if for any reason, you have difficulty in receiving or gaining access to the Website Version of the Current Corporate Communication(s) or would like to receive a printed copy of the Current Corporate Communication(s), please complete Part A of the Change Request Form (the “Change Request Form”) on the reverse side of this letter, sign and return it by using the enclosed pre-paid mailing label attached (applicable for posting within Hong Kong) to the Company c/o the Company’s branch share registrar in Hong Kong, Tricor Tengis Limited (the “Branch Share Registrar”), by post to 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong or by email to [730-ecom@vistra.com](mailto:730-ecom@vistra.com). The Change Request Form may also be downloaded from the websites of both the Company and the Stock Exchange. The Company or the Branch Share Registrar will, upon receipt of your written request, promptly send the Current Corporate Communication(s) in printed form to you 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 Change Request Form and returning to the Branch Share Registrar at the above-mentioned address by post or by email to [730-ecom@vistra.com](mailto:730-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 Branch 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.

If you would like to change your election of means of receipt of all future Corporate Communications, please complete Part B of the Change Request Form and sign and return it by using the enclosed pre-paid mailing label attached (applicable for posting within Hong Kong) to the Company c/o the Branch Share Registrar to the above address or by email to [730-ecom@vistra.com](mailto:730-ecom@vistra.com).

Should you have any queries relating to this letter, please contact the Branch Share Registrar at (852) 2980 1333 during business hours (9:00 a.m. to 6:00 p.m. from Monday to Friday, excluding Hong Kong public holidays) or send an email to [730-ecom@vistra.com](mailto:730-ecom@vistra.com).

By order of the Board  
**CAPITAL INDUSTRIAL FINANCIAL SERVICES GROUP LIMITED**  
**Sun Yajie**  
Chairman

*Note: “Corporate Communications” refer to any documents issued or to be issued by the Company for the information or action of holders of any of the Company’s securities, including but not limited to: (a) the directors’ report and its annual accounts together with a copy of the auditor’s report and, where applicable, its summary financial report; (b) the interim report and, where applicable, its summary interim report; (c) notice of meeting; (d) listing document; (e) circular; and (f) proxy form.*

*“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*

致登記股東：

首惠產業金融服務集團有限公司（「本公司」）  
- 2024 年年度報告、通函、股東周年大會通告及代表委任表格（「本次公司通訊」）之發佈通知

本公司現謹通知 閣下，本公司的本次公司通訊的英文及中文版本以可供查索之格式登載於本公司網站([www.capital-ifs.com](http://www.capital-ifs.com))（請在本公司網站主頁項下按「投資者關係」專區）及香港聯合交易所有限公司（「聯交所」）的網站([www.hkexnews.hk](http://www.hkexnews.hk))。閣下可透過本公司網站或聯交所網站瀏覽本次公司通訊。

閣下可隨時選擇同時收取公司通訊<sup>(附註)</sup>之英文及中文印刷本，費用全免，或透過本公司網站([www.capital-ifs.com](http://www.capital-ifs.com))瀏覽公司通訊（「網上版本」）。

儘管 閣下已選擇（或被視為已同意）收取所有公司通訊之網上版本，惟因任何原因以致 閣下收取或接收本次公司通訊之網上版本出現困難或欲收取本次公司通訊之印刷本，請填妥本函背面的更改指示表格（「更改指示表格」）的甲部，並於簽署後使用隨附的已預付郵費郵寄標籤（適用於香港投寄）經本公司於香港之股份過戶登記分處卓佳登捷時有限公司（「股份過戶登記分處」）（地址為香港夏慤道 16 號遠東金融中心 17 樓）以郵遞方式或以電郵發送至 [730-ecom@vistra.com](mailto:730-ecom@vistra.com) 交回予本公司。更改指示表格亦可於本公司網站或聯交所網站內下載。本公司或股份過戶登記分處將於收到 閣下之書面要求後，立即免費向 閣下發送本次公司通訊之印刷本。

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更改指示表格，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 [730-ecom@vistra.com](mailto:730-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(i)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。

閣下如欲更改 閣下所有日後公司通訊之收取方式的選擇，請填妥更改指示表格的乙部，並於簽署後使用隨附的已預付郵費郵寄標籤（適用於香港投寄）以郵遞方式至上述地址或以電郵發送至 [730-ecom@vistra.com](mailto:730-ecom@vistra.com) 經股份過戶登記分處交回予本公司。

閣下如有任何與本函有關的疑問，請在辦公時間內致電股份過戶登記分處(852) 2980 1333，辦公時間為星期一至星期五（香港公眾假期除外）上午 9 時正至下午 6 時正，或發送電郵至 [730-ecom@vistra.com](mailto:730-ecom@vistra.com)。

承董事局命  
首惠產業金融服務集團有限公司  
主席  
孫亞杰

二零二五年四月十四日

附註：「公司通訊」指由本公司發出或將予發出以供本公司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：(a) 董事會報告、年度賬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) 會議通告；(d) 上市文件；(e) 通函；及(f) 委派代表書。

「可供採取行動的公司通訊」是指任何涉及及要求股東指示其擬如何行使其有關股東權利的公司通訊。

登記持有人之姓名及地址：

To: **Capital Industrial Financial Services Group Limited**  
(the “Company”)  
c/o Tricor Tengis Limited  
17/F, Far East Finance Centre,  
16 Harcourt Road, Hong Kong

致：首惠產業金融服務集團有限公司  
（「本公司」或「貴公司」）  
由卓佳登捷時有限公司轉交  
香港夏愨道 16 號  
遠東金融中心 17 樓

☐ 甲部 – 本人/吾等希望以下列方式收取本公司本次公司通訊：  
 (Please mark (✓) in the following box 請於下列空格內劃上「✓」號)  
 to receive **printed copies** of the Current Corporate Communication(s).  
 收取本次公司通訊之印刷本。

乙部 – 本人／吾等希望更改收取本公司日後公司通訊之語言版本或收取方式之選擇：  
(Please mark (✓) in **ONLY ONE** of the following boxes 請從下列各空格只選取其中一個空格內劃上「✓」號)

於本公司網站閱覽所有日後公司通訊之網上版本，以代替收取印刷本，並收取公司通訊在本公司網站已發佈之電郵通知或通知信函；或

(The Company will send to the email address provided above (if any) a notification of the availability of the Corporate Communications on the Company's website in the future. If no email address is provided, only a notification letter of the availability of the Corporate Communications on the Company's website will be sent to the shareholder. **Please provide the email address in Block Letters** and the email address is used for notification of release of Corporate Communications only.)

(本公司日後會向公司通訊於本公司網站已發佈時，發出通知至以上提供之電郵地址(如有)。如未有提供電郵地址，則會在公司通訊於本公司網站已發佈時，僅發出通知知照之閣下。請以**大寫英文字母**提供電郵地址，而該電郵地址僅供用作發給有關公司通訊之通知。

☐ to receive the **printed English version** of all future Corporate Communications **ONLY**; OR  
僅收取所有日後公司通訊之**英文印刷本**；或

☐ to receive the **printed Chinese version** of all future Corporate Communications **ONLY**; OR  
僅收取所有日後公司通訊之**中文印刷本**；或

☐ to receive **both the printed English and Chinese versions** of all future Corporate Communications.  
同時收取所有日後公司通訊之**英文及中文印刷本**。

Signature: \_\_\_\_\_  
簽名: \_\_\_\_\_

Address: \_\_\_\_\_  
地址: \_\_\_\_\_

Contact telephone number: \_\_\_\_\_ Date: \_\_\_\_\_  
聯絡電話號碼: \_\_\_\_\_ 日期: \_\_\_\_\_

1. Please complete all your details clearly. Any Change Request Form that has not been completed clearly or otherwise incorrectly completed will be void at the discretion of the Company.  
請 閣下清楚填寫所有資料。本公司有酌情權決定任何未有清楚填寫或填寫不正確之更改指示表格將無效。
2. If more than one box marked (✓), no box marked (✓), no signature or any other errors during completion, this Change Request Form will be void.  
如在甲部或乙部超過一個方格劃上「✓」號、或未有在方格劃上「✓」號、或未有簽署、或在其他方面填寫不正確，則本更改指示表格將無效。
3. The instruction under Part B above will apply to all future Corporate Communications to be sent to you until you inform us otherwise.  
上述乙部的指示將適用於向 閣下發出的所有日後公司通訊，直至 閣下另行通知我們為止。
4. 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 Change Request Form in order to be valid.  
如屬聯名股東，則本更改指示表格須由該名其姓名首先列於本公司股東登記冊上的聯名股東簽署方為有效。
5. For the avoidance of doubt, the Company does not accept any special instructions written on this Change Request Form.  
為免存疑，本公司概不接受於本更改指示表格上書寫之任何額外指示。

# Corporate Communications referred to any documents issued or to be issued by the Company for the information or action of holders of any of the Company's securities, including but not limited to: (a) the directors' report and its annual accounts together with a copy of the auditor's report and, where applicable, its summary financial report; (b) the interim report and, where applicable, its summary interim report; (c) notice of meeting; (d) listing document; (e) circular; and (f) proxy form.

公司通訊指由本公司發出或將予發出以供本公司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：(a)董事會報告、年度賬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)會議通告；(d)上市文件；(e)通函；及(f)委派代表書。

\*“Personal Data” in this statement has the same meaning as “personal data” defined in the Personal Data (Privacy) Ordinance, Cap. 486 (the “PDPO”), which may include but not limited to your name, contact telephone number, email address and mailing address.

本聲明中之「個人資料」相等於《個人資料(私隱)條例》(第 486 章) (「**《私隱條例》**」) 所定義之「個人資料」, 當中可能包括但不限於閣下之姓名、聯絡電話號碼、電郵地址及郵寄地址。

Your supply of Personal Data is on a voluntary basis for the purpose of receiving Corporate Communications in the manner chosen. Your Personal Data will be retained for such period as may be necessary for our verification and record purposes.

閣下是自願提供個人資料，以便按閣下選擇之方式收取公司通訊。本公司將在有需要之期間，保存閣下之個人資料作核實及記錄用途。

You have the right to request access to and/or correction of the respective Personal Data in accordance with the provisions of the PDPO. Any such request for access to and/or correction of the Personal Data should be in writing by either of the following means:

閣下有權根據《私隱條例》中的條款，查閱及／或修改閣下之個人資料。任何相關查閱及／或修改個人資料之要求均須以書面方式透過以下途徑提出：

By mail to: Privacy Compliance Officer  
Tricor Tengis Limited  
17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong

By email to: [is-enquiries@vistra.com](mailto:is-enquiries@vistra.com)

郵寄至：私隱事務主任  
卓佳登捷時有限公司  
香港夏慤道 16 號遠東金融中心 17 樓

電郵至：[is-enquiries@vistra.com](mailto:is-enquiries@vistra.com)

**Tricor Tengis Limited**  
**卓佳登捷時有限公司**

Freepost No. 簡便回郵號碼：10 GPO

**Hong Kong 香港**  
**Capital Industrial (730)**

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

閣下寄回此申請表格時，請將右方的郵寄標籤剪貼於信封上。

No postage stamp is required if posted in Hong Kong.  
如在本港投寄，則毋須貼上郵票。