



Grace Wine Holdings Limited 怡園酒業控股有限公司

(Incorporated in the Cayman Islands with limited liability)

(於開曼群島註冊成立的有限公司)

(Stock Code: 8146)

(股份代號：8146)

NOTIFICATION LETTER 通知信函

23 April 2025

Dear Non-Registered Shareholders^(Note 1),

GRACE WINE HOLDINGS LIMITED (the “Company”)

– Notice of publication of Annual General Meeting (“AGM”) Circular, AGM notice and the proxy form (the “Current Corporate Communication”)

The English and Chinese versions of the Company’s Current Corporate Communication are available on the Company’s website at (www.gracewine.com.hk) and the website of The Stock Exchange of Hong Kong Limited (the “Stock Exchange”) at (www.hkexnews.hk) respectively (the “Website Version”). The Company strongly recommends you to access the Website Version of the Current Corporate Communication.

If you have difficulty in receiving email notification or gaining access to the Website Version of the Corporate Communications^(Note 2) and would like to receive the Current Corporate Communication and all future Corporate Communications in printed form, please complete, sign the enclosed Request Form and return it to the Company branch share registrar in Hong Kong, Tricor Investor Services Limited (the “Branch 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 8146-ecom@vistra.com. The Company will upon request promptly send the Current Corporate Communication to you in printed form free of charge.

As a Non-registered Shareholder, if you wish to receive Corporate Communications of the Company in electronic form, you should liaise with your bank(s), broker(s), custodian(s), nominee(s) or HKSCC Nominees Limited through which your shares in the Company are held (collectively, the “Intermediaries”) and provide your email address to your Intermediaries. Please contact your intermediary/nominee for the detailed procedure. If the Company does not receive your functional email address from the Intermediaries, until such time that the functional email address is provided to the Intermediaries, you will be unable to receive any notices of publication of the Website Version of Corporate Communications (the “Notice of Publication”) by email; and the Company would only be able to send you the Notice of Publication in printed form.

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

By order of the Board
Grace Wine Holdings Limited
Judy Chan
Chairlady, Chief Executive Officer and Executive Director

Notes:

- 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 Communications.
- 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.

各位非登記股東^(附註1)：

怡園酒業控股有限公司(「本公司」)

—有關股東週年大會(「股東週年大會」)通函、股東週年大會通告及代表委任表格的刊發通知(統稱「本次企業通訊」)

本公司的本次企業通訊之中、英文版本已分別上載於本公司網站(www.gracewine.com.hk)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」)。本公司建議閣下閱覽本公司本次企業通訊的網站版本。

如閣下因任何理由無法以電子郵件方式收取或閱覽企業通訊(附註2)的網站版本，及欲索取本次企業通訊及日後企業通訊的印刷本，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分處(「股份過戶登記分處」)卓佳證券登記有限公司(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8146-ecom@vistra.com。本公司會因應閣下之要求立即寄上本次企業通訊的印刷本，費用全免。

作為非登記股東，如閣下欲以電子方式收取本公司的企業通訊，閣下應聯絡閣下持有股份的銀行、經紀、託管商、代理人或香港中央結算(代理人)有限公司(統稱「中介公司」)，並向閣下的中介公司提供閣下的電子郵件地址。請聯絡閣下的中介人公司／代理人以了解詳細程序。如果本公司沒有從中介公司收到閣下的有效電子郵件地址，直至中介公司收到閣下有效的電子郵件地址前，本公司將無法透過電子郵件方式發送企業通訊網站版本的登載通知(「登載通知」)，而本公司只能發送登載通知之印刷本予閣下。

倘閣下對本通知有任何查詢，請於營業時間內星期一至星期五(香港公眾假期除外)上午9時至下午6時，致電股份過戶登記分處熱線(852) 2980 1333。

承董事會命
怡園酒業控股有限公司
主席、行政總裁兼執行董事
陳芳

二零二五年四月二十三日

附註：

- 企業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)可供採取行動的企業通訊。
- 可供採取行動的企業通訊是指任何涉及要求股東指示其擬如何行使其有關股東權利的企業通訊。

Non-Registered Shareholder's information (English name and address)
非登記股東資料(英文姓名及地址)

REPLY FORM 回條

To: **GRACE WINE HOLDINGS LIMITED**
(the “Company”) (Stock Code: 8146)
(Incorporated in the Cayman Islands with limited liability)
c/o Tricor Investor Services Limited
17/F, Far East Finance Centre,
16 Harcourt Road, Hong Kong

致: 怡園酒業控股有限公司
(「本公司」)(股份代號: 8146)
(於開曼群島註冊成立之有限公司)
經卓佳證券登記有限公司
香港夏慤道16號
遠東金融中心17樓

Part A 甲部	I/We would like to receive the Current Corporate Communication and all future Corporate Communications in printed form in the manner indicated below: 本人／我們現欲以下列方式收取本次企業通訊及將來所有企業通訊之印刷本：
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(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／我們現欲僅收取一份英文印刷本；或

☐ I/We would like to receive a printed copy **in the Chinese language only**; OR
本人/我們現欲僅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／我們現欲同時收取英文和中文各一份印刷本。

Part B I/We would like to receive all future Corporate Communications and Actionable Corporate Communications in electronic form via the email address below:
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企業通訊及可供採取行動的企業通訊的登載通知：

[illegible]

(Please provide the email address in English Capital Letters)
(請以英文正楷填寫電郵地址)

Name(s) of Shareholder(s): 股東姓名：Signature: 簽名：
(Please use BLOCK LETTERS 請用正楷填寫)

Address: _____ (Please use BLOCK LETTERS 請用正楷填寫)

Contact Telephone Number: _____ Date: _____
聯絡電話號碼： _____ 日期： _____

Notes 附註：

1. Please complete and sign this form and return it by cutting and sticking the prepaid mailing label on an envelope to the Company's branch share registrar in Hong Kong, Tricor Investor Services Limited or via email to 8146-ecom@vistra.com.
2. Please complete this form and return it by cutting and sticking the prepaid mailing label on an envelope to the Company's branch share registrar in Hong Kong, Tricor Investor Services Limited or via email to 8146-ecom@vistra.com.
3. The above instruction for part A will apply to all future Corporate Communications to be sent to you until you notify otherwise by reasonable notice in writing to the Company's branch share registrar in Hong Kong.
4. If both English and Chinese versions of the Corporate Communications are combined into one document, a printed form of the Corporate Communications with both English and Chinese versions will be sent to the shareholder requesting for a printed form of any version(s) of the Corporate Communications.
5. If the responsibility of the shareholders to provide email address that is functional, if the Company does not possess the email address of a Shareholder or the email address provided is not functional, such shareholder will be deemed, until such time when such shareholder has provided a valid and functional email address to the Share Registrar, to have elected to receive a notice of publication of information of the Company by electronic means.
6. For the avoidance of doubt, we do not accept any special instructions written on this form.
7. 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; (d) a notice of meeting; (e) a listing document; (f) a circular; and (g) a proxy form.
8. Actionable Corporate Communications refer to the Corporate Communications that seek instructions from the shareholders on how they wish to exercise their rights or make elections as shareholders.

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 enabling us to follow your instructions as stated in this form ("Purposes"). If you do not 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 Data Privacy Officer of Tricor Investor Services Limited 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)及其他。閣下未能提供個人資料，本公司有權無法處理閣下取得的指示。本公司可就所述的該等用途，將個人資料披露或轉發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，以及其他獲合法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之人士。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卓佳證券登記有限公司(地址如上)的個人資料私隱主任。

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

Tricor Investor Services Limited
卓佳證券登記有限公司
Freepost No. 簡便回郵號碼：10 GPO
Hong Kong 香港