



# BEIJING PROPERTIES (HOLDINGS) LIMITED

## 北京建設（控股）有限公司

(Incorporated in Bermuda with limited liability)

(於百慕達註冊成立之有限公司)

(Stock Code: 925)

(股份代號：925)

### NOTIFICATION LETTER 通知信函

15 May 2025

Dear Registered Shareholder(s),

**Beijing Properties (Holdings) Limited (“the Company”)**

**– Notice of publication of Circular in relation to General Mandates to Issue and Repurchase Shares, Proposed Re-election of Directors, Notice of Annual General Meeting and Proxy Form (“Current Corporate Communication”)**

The Current Corporate Communication of the Company, in both English and Chinese, is available on the website of the Company at <http://www.bphl.com.hk> and the website of The Stock Exchange of Hong Kong Limited (the “**Stock Exchange**”) at [www.hkexnews.hk](http://www.hkexnews.hk). You may access the Current Corporate Communication by clicking on the “Investor Relations” section of the Company’s website or by searching under “Listed Company Information” on the Stock Exchange’s website.

Shareholders who have chosen (or are deemed to have consented) to access the Corporate Communications<sup>(1)</sup> published on the website of the Company in place of receiving printed copies may request for printed copies of the Corporate Communications to be sent to them. Shareholders who for any reason have difficulty in accessing the Current Corporate Communication posted on the website of the Company will, upon request in writing to the Company c/o Tricor Investor Services Limited, the share registrar of the Company in Hong Kong (the “**Share Registrar**”), at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong or by email to [925-ecom@vistra.com](mailto:925-ecom@vistra.com), be sent the Current Corporate Communication in printed form free of charge.

If you wish to receive a printed version of the Current Corporate Communication, please complete Part A of the Change Request Form on the reverse side, sign and return it to the Company c/o the Company’s Share Registrar, by post using the mailing label (applicable for posting within Hong Kong only) at the bottom of the Change Request Form. The Change Request Form may also be downloaded from the website of the Company at <http://www.bphl.com.hk> or the website of the Stock Exchange at [www.hkexnews.com.hk](http://www.hkexnews.com.hk).

You are entitled to change the choice of means of receipt of the Company’s future Corporate Communications at any time by completing Part B of the Change Request Form on the reverse side of this letter and returning it to the Company c/o the Share Registrar at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong or by email to [925-ecom@vistra.com](mailto:925-ecom@vistra.com).

Should you have any queries relating to this notification, please do not hesitate to call the enquiry hotline at (852) 2980 1333 from 9:00 a.m. to 5:00 p.m. (Monday to Friday, excluding Hong Kong public holidays).

Yours faithfully, For and on behalf of  
**Beijing Properties (Holdings) Limited**  
**Mr. Cheng Ching Fu**  
Company Secretary

**Note:**

- (1) “Corporate Communications” refer to any documents 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 and annual accounts together with copies of the auditors’ reports, interim reports, notices of meeting, listing documents, circulars and proxy forms.

各登記股東：

**北京建設（控股）有限公司（「本公司」）**

**—有關建議授出發行及購回股份之一般授權、建議重選董事、股東週年大會通告的通函及代表委任表格（「本次公司通訊」）之發佈通知**

本公司之本次公司通訊，均備有英文及中文版本，已登載於本公司網站<http://www.bphl.com.hk>及香港聯合交易所有限公司（「**聯交所**」）網站[www.hkexnews.hk](http://www.hkexnews.hk)。閣下可於本公司網站內的「投資者關係」項目內或搜尋聯交所網頁的「上市公司公告」頁面瀏覽本次公司通訊。

凡已選擇（或被視為已同意）瀏覽在本公司網站登載之公司通訊<sup>(1)</sup>以代替收取印刷本之股東，均可要求索取公司通訊之印刷本。股東如因任何理由瀏覽於本公司網站登載之本次公司通訊時遇有困難，可透過本公司之香港證券卓佳證券登記有限公司（「**證券登記處**」），地址為香港夏慤道16號遠東金融中心17樓向本公司提出書面要求或電郵至[925-ecom@vistra.com](mailto:925-ecom@vistra.com)，可獲免費發送本次公司通訊之印刷本。

如閣下欲收取本次公司通訊之印刷本，請填妥並簽署本函背面之變更申請表格之甲部及使用變更申請表格底部隨附之郵寄標籤（僅適用於香港投寄）寄回本公司之證券登記處轉交本公司。變更申請表格亦可於本公司網站<http://www.bphl.com.hk>或聯交所網站[www.hkexnews.hk](http://www.hkexnews.hk)內下載。

閣下有權隨時更改日後公司通訊之收取方式之選擇，請填寫本函背面之變更申請表格之乙部，然後寄回證券登記處轉交本公司，地址為香港夏慤道16號遠東金融中心17樓或電郵至[925-ecom@vistra.com](mailto:925-ecom@vistra.com)，以通知本公司。

閣下如就本通知有任何疑問，請於上午九時至下午五時（星期一至星期五，香港公眾假期除外），致電查詢熱線(852) 2980 1333。

代表  
**北京建設（控股）有限公司**  
公司秘書  
**鄭靜富先生**  
謹啟

二零二五年五月十五日

**附註：**

- (1) 「公司通訊」指本公司發出或將會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及年度賬目（連同核數師報告）、中期報告、會議通告、上市文件、通函及代表委任表格。

CHANGE REQUEST FORM 變更申請表格

To: Beijing Properties (Holdings) Limited (the “Company”) 致：北京建設(控股)有限公司(「貴公司」)  
c/o Tricor Investor Services Limited 卓佳證券登記有限公司轉交  
17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong 香港夏慤道16號遠東金融中心17樓

Part A I/We have received the Current Corporate Communication or have elected (or am/are deemed to have elected) to receive the Current Corporate Communication in electronic form on the Company’s website. I/We would like to request the printed version(s) of the Current Corporate Communication in the manner as indicated below:  
甲部 本人／我們已收取本次公司通訊之印刷本或已選擇(或被視為已選擇)收取於 貴公司網站登載的本次公司通訊電子版本。本人／我們現欲索取下列所示之本次公司通訊印刷本：

(Please mark a “✓” in the following boxes請於下列空格內劃上「✓」號)

☐ in printed form in Bilingual in English and Chinese.  
收取英、中文雙語印刷本。

Part B I/We would like to change the choice of receipt of all future Corporate Communications of the Company in the manner as indicated below:  
乙部 本人／我們現欲更改選擇有關 貴公司日後刊發的所有公司通訊之收取途徑如下：

(Please mark a “✓” in ONLY ONE of the following boxes 請僅在下列其中一個空格內劃上「✓」號)

☐ to read all future Corporate Communications published on the website of the Company at <http://www.bphl.com.hk> (the “Website Version”) instead of receiving printed copies, and to receive a written notification either by post or by email of the publication of the Corporate Communications on the website of the Company; OR  
閱覽日後在本公司網站<http://www.bphl.com.hk>登載的所有公司通訊(「網上版本」)，以代替收取印刷本，並以郵遞或電郵收取相關公司通訊已在本公司網站登載的書面通知；或

Email Address 電郵地址

(Please provide the email address in English Capital Letters and the email address will be used for email notification of the release of the Corporate Communications only. If no email address is provided, a printed notification letter of the posting of Corporate Communications on the website of the Company will be sent to you by post at your address as appearing in the Company’s register of members.)  
(請以英文正楷填寫電郵地址，有關電郵地址將僅用作收取公司通訊已發佈之電郵通知。如未有提供電郵地址，我們將透過郵寄方式，按 閣下於本公司的股東名冊上所示之地址向 閣下寄發有關公司通訊於本公司網站登載之通知信函之印刷本。)

☐ in printed form in Bilingual in English and Chinese.  
收取英、中文雙語印刷本。

Signature簽署： Date日期：

Name 姓名： (English英文) (Chinese中文)  
(in block letters以正楷填寫)

Contact Phone Number 聯絡電話：

Notes 附註：

- “Corporate Communications” is as defined in the letter for election of means of receipt of corporate communications enclosed herewith.  
「公司通訊」的定義載於隨附之選擇公司通訊收取形式的函件內。
- Any form with no box ticked, with no signature or otherwise incorrectly completed will be void.  
如在本表格未有作出選擇、未有簽署、或在其他方面填寫不正確，則本表格將會作廢。
- Printed notification of publication of Corporate Communication(s) will be sent to you by post at your address as appearing on the register of members maintained by our share registrar or at any other address you have provided to us for such purpose.  
我們將透過郵遞方式，按 閣下於我們在證券登記處存置的股東名冊上所示地址或任何由 閣下向我們提供作該用途的地址，向 閣下寄發公司通訊登載通知的印刷本。

PERSONAL INFORMATION COLLECTION STATEMENT 收集個人資料聲明

- (a) “Personal Data” in these statements has the same meaning as “personal data” in the Personal Data (Privacy) Ordinance, Chapter 486 of the Laws of Hong Kong (“PDPO”).  
本聲明中所指的「個人資料」具有香港法例第486章《個人資料(私隱)條例》(「《私隱條例》」)中「個人資料」的涵義。
- (b) Your supply of Personal Data to Beijing Properties (Holdings) Limited is on a voluntary basis. Any failure to provide sufficient information may lead to Beijing Properties (Holdings) Limited being unable to process your instructions and/or requests as stated in this form.  
閣下是自願向北京建設(控股)有限公司提供個人資料。若 閣下未能提供足夠資料，北京建設(控股)有限公司可能無法處理 閣下在本表格上所述的指示及／或要求。
- (c) Your Personal Data may be disclosed or transferred by Beijing Properties (Holdings) Limited to its subsidiaries, its share registrar in Hong Kong, and/or other companies or bodies for any of the stated purposes, and retained for such period as may be necessary for our verification and record purposes.  
北京建設(控股)有限公司可就任何所說明的用途，將 閣下的個人資料披露或轉移給北京建設(控股)有限公司的附屬公司、香港證券登記處、及／或其他公司或團體，並將在適當期間保留該等個人資料作核實及紀錄用途。
- (d) You have the right to request access to and/or correction of your Personal Data in accordance with the provisions of the PDPO. Any such request for access to and/or correction of your Personal Data should be in writing to the Privacy Compliance Officer of Tricor Investor Services Limited at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong.  
閣下有權根據《私隱條例》的條文查閱及／或修改 閣下的個人資料。任何該等查閱及／或修改個人資料的要求均須以書面方式向卓佳證券登記有限公司的私隱條例事務主任提出，地址為香港夏慤道16號遠東金融中心17樓。

(Please cut along the dotted line請沿虛線剪下)

Please cut the mailing label and stick this on an envelope to return the Change Request Form to us.  
No postage stamp is required for local mailing  
當 閣下寄回此表格時，請將此郵寄標籤剪貼於信封上。  
如在本港投寄， 閣下無須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  
Beijing Properties (Holdings) Limited (925)  
北京建設(控股)有限公司(925)