

美团 Meituan

(A company controlled through weighted voting rights and incorporated in the Cayman Islands with limited liability)
(於開曼群島註冊成立以不同投票權控制的有限公司)

Stock code: 3690 (HKD counter) and 83690 (RMB counter)
股份代號: 3690 (港幣櫃台) 及 83690 (人民幣櫃台)

NOTIFICATION LETTER 通知信函

24 April 2026

Dear Non-registered Shareholder(s) ^(Note 1),

Meituan (the "Company")

– Notice of Publication of 2025 Annual Report and 2025 Environmental, Social and Governance Report ("Current Corporate Communications")

The English and Chinese versions of the Company's Current Corporate Communications are available on the Company's website at about.meituan.com (the "Company Website") and the website of The Stock Exchange of Hong Kong Limited (the "Stock Exchange") at www.hkexnews.hk (the "HKEx Website").

Shareholders who for any reason have difficulty in accessing the Current Corporate Communications posted on the Company Website, please send your request (specifying your name, address and request) by email at meituan.ecom@computershare.com.hk or by notice in writing to the Company's Hong Kong share registrar, Computershare Hong Kong Investor Services Limited (the "Share Registrar") at 17M Floor, Hopewell Centre, 183 Queen's Road East, Wan Chai, Hong Kong. The Company will upon receipt of your request send the Current Corporate Communications to you in printed form free of charge.

Shareholders who wish to receive the notifications regarding the publication of Corporate Communications ^(Note 2) of the Company by email, should provide their email address to their banks, brokers, custodians, nominees or HKSCC Nominees Limited (together, the "Intermediary"). If you still wish to receive printed versions of future Corporate Communications, please indicate this on the Reply Form and return it using the mailing label at the bottom (no stamp is needed if posted in Hong Kong). Please refer to the notification letter on Arrangement of Electronic Dissemination of Corporate Communications sent by the Company dated 9 August 2024 which is available on the Company Website and the HKEx Website.

Should you have any queries relating to any of the above matters, please call the Share Registrar telephone hotline at (852) 2862 8688 during business hours from 9:00 a.m. to 6:00 p.m. Monday to Friday, excluding public.

By order of the Board
Meituan
Wang Xing
Chairman

Note 1 This letter is addressed to non-registered holder(s) ("Non-registered holder" means such person or company whose shares are held in The Central Clearing and Settlement System (CCASS) and who has notified the Company from time to time through Hong Kong Securities Clearing Company Limited that such person or company wishes to receive Corporate Communications). If you have sold or transferred your shares in the Company, please disregard this letter and the Reply Form on the reverse side.

Note 2 Unless otherwise specified, Corporate Communications refer to any documents issued or to be issued by the Company for the information or action of holders of any of its securities, including but not limited to the annual report, interim report, notice of meeting, circular and proxy form.

各位非登記股東 ^(附註 1):

美团 (「本公司」)

—2025 年年報及 2025 年環境、社會及管治報告 (「本次公司通訊文件」) 之刊發通知

本公司的本次公司通訊文件中、英文版本已上載於本公司網站 about.meituan.com (「本公司網站」) 及香港聯合交易所有限公司 (「聯交所」) 網站 www.hkexnews.hk (「香港交易所網站」), 歡迎瀏覽。

股東若因任何理由以致在瀏覽本公司網站上的本次公司通訊文件時遇有困難, 閣下可將要求 (註明 閣下的姓名、地址及要求) 以電郵方式發送到本公司之電郵地址 meituan.ecom@computershare.com.hk 或以書面方式經本公司的香港股份過戶登記分處, 香港中央證券登記有限公司 (「股份過戶登記處」), 地址為香港灣仔皇后大道東 183 號合和中心 17M 樓, 郵寄至本公司。本公司將於收到 閣下的要求後, 盡快向 閣下免費發送有關本次公司通訊文件的印刷本。

非登記股東如欲透過電郵收取任何有關發佈公司通訊 ^(附註 2) 的通知, 應向銀行、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」) 提供彼等之電郵地址。如 閣下依然希望收取本公司日後之公司通訊的印刷本, 請在回條上註明, 並使用底部之郵寄標籤交回 (如在香港投寄, 則無須貼上郵票)。詳情請參閱本公司於 2024 年 8 月 9 日發出的《以電子方式發佈公司通訊之安排》的通知信函, 該通知信函可在本公司網站及香港交易所網站上查閱。

如 閣下對本函內容有任何疑問, 請致電股份過戶登記處電話熱線 (852) 2862 8688, 辦公時間為星期一至五 (公眾假期除外) 上午 9 時正至下午 6 時正。

承董事會命
美团
董事長
王興

2026 年 4 月 24 日

附註 1 此函件乃向本公司之非登記股東 (「非登記股東」) 指股份存放於中央結算及交收系統的人士或公司, 已透過香港中央結算有限公司不時向本公司發出通知, 表示欲收取公司通訊) 發出。如果 閣下已經出售或轉讓所持有之本公司股份, 則無需理會本函件及其背面的回條。

附註 2 除非另有註明, 公司通訊乃指本公司已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, 其中包括但不限於年報、中期報告、會議通告、通函及代表委任表格。



REPLY FORM 回條

To: Computershare Hong Kong Investor Services Limited (the "Share Registrar") 致: 香港中央證券登記有限公司 (「股份過戶處」)
17M Floor, Hopewell Centre 香港灣仔皇后大道東 183 號
183 Queen's Road East, Wanchai, Hong Kong 合和中心 17M 樓

(Please choose ONLY ONE of the options below) (請從以下選項中只選擇其中一項)

REMINDER 提示

As a non-registered shareholder, if you wish to receive Corporate Communications^(Note 3) from the Company pursuant to the Listing Rules, you should liaise with your bank(s), broker(s), custodian(s), nominee(s) or HKSCC Nominees Limited through which your shares are held (collectively, the "Intermediaries") and provide your email address to your Intermediaries.

作為非登記股東，如有意根據《上市規則》收取公司通訊^(附註3)，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。

Request for future Corporate Communications^(Note 3) in printed form/ 要求收取未來公司通訊^(附註3) 印刷版

(Please mark "✓" in the below box if applicable) (如適用，請在以下方格內劃上「✓」號)

Name of the listed company (the "Company") Meituan
上市公司（「公司」）名稱： 美团

I/we would like to receive future Corporate Communications^(Note 3) in printed form.

本人 / 吾等欲收取未來公司通訊^(附註3)的印刷版。

English Version 英文版本

Chinese Version 中文版本

English and Chinese Versions 英文及中文版本

Name(s) of Non-registered holder(s):

非登記股東姓名:

Signature(s): ^(Note 5)

簽名: ^(附註5)

(Please use ENGLISH BLOCK LETTERS 請用英文正楷填寫)

Contact number:

聯絡電話號碼:

Date:

日期:

Notes:

附註:

1. This Reply Form is addressed to non-registered holder(s) ("Non-registered holder" means such person or company whose shares are held in The Central Clearing and Settlement System (CCASS) and who has notified the Company from time to time through Hong Kong Securities Clearing Company Limited that such person or company wishes to receive Corporate Communications^(Note 4)).

此回條乃向本公司之非登記股東（「非登記股東」指股份存放於中央結算及交收系統的人士或公司，已透過香港中央結算有限公司不時向本公司發出通知，表示欲收取公司通訊^(附註4)）發出。

2. Please complete all your details clearly.

請閣下清楚填妥所有資料。

3. Unless otherwise specified, Corporate Communications refer to any documents issued or to be issued by the Company for the information or action of holders of any of its securities, including but not limited to the annual report, interim report, notice of meeting, circular and proxy form.

除非另有註明，公司通訊乃指本公司已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，其中包括但不限於年報、中期報告、會議通告、通函及代表委任表格。

4. Any form with no box marked (✓), with no signature or otherwise incorrectly completed will be void.

如在本表格未有在方格內劃上「✓」號，或未有簽署，或在其他方面填寫不正確，則將會作廢。

5. For the avoidance of doubt, the Company does not accept any other instructions given on this Reply Form.

為免存疑，在本回條上的任何額外指示，本公司將不予處理。

PERSONAL INFORMATION COLLECTION STATEMENT

收集個人資料聲明

(i) "Personal Data" in this statement 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」與香港法例第486章《個人資料（私隱）條例》（「《私隱條例》」）中「個人資料」的涵義相同。

(ii) Your Personal Data provided in this Reply Form will be used in connection with, including but not limited to, the Company's electronic dissemination of Corporate Communications and to liaise with you on other matters relating to your holdings in the Company. Your supply of Personal Data to the Company is on a voluntary basis. In case of a failure to provide sufficient information, the Company may not be able to process your instruction and/or request as stated in this Reply Form.

閣下於本回條所提供的個人資料將用於（包括但不限於）有關本公司以電子方式發佈公司通訊及就閣下持有的公司證券有關的其他事宜上與閣下聯絡。閣下是自願向本公司提供個人資料。若閣下未能提供足夠資料，本公司可能無法處理閣下在本回條上所述的指示及/或要求。

(iii) Your Personal Data may be disclosed or transferred by the Company to its subsidiaries, the Share Registrar, and/or other companies or bodies for any of the stated purposes, or when it is required to do so by law and will be retained for such period as may be necessary for our verification and record purposes.

本公司可就任何所說明的用途或在法例規定的情況下，將閣下的個人資料披露或轉移給本公司的附屬公司、股份過戶處、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。

(iv) 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, by mail to the Hong Kong Privacy Officer of the Share Registrar at 17M Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong or by email at PrivacyOfficer@computershare.com.hk.

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郵寄至股份過戶處（地址為香港灣仔皇后大道東183號合和中心17M樓）向香港隱私主任提出，或

PrivacyOfficer@computershare.com.hk

Mailing Label 郵寄標籤

Computershare Hong Kong Investor Services Limited
香港中央證券登記有限公司
Freepost No. 簡便回郵號碼: 37
Hong Kong 香港

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

當閣下寄回此回條時，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。