



**東方企控集團有限公司**

**ORIENTAL ENTERPRISE HOLDINGS LIMITED**

*(Incorporated in Hong Kong with limited liability)*  
(於香港註冊成立之有限公司)

(Stock Code: 18)  
(股份代號: 18)

Dear Shareholders,

**Letter to New Shareholders – Election of Means of Receipt of Corporate Communications of Oriental Enterprise Holdings Limited (the “Company”)**

For environmental protection, the Company proposes that its shareholders (“Shareholders”) can choose to receive its corporate communications by electronic means through the Company’s website at <https://oeh.on.cc> (“Electronic Communication Option”). Corporate communications refer to any documents issued or to be issued by the Company, including but not limited to annual reports, interim reports, environmental, social and governance reports, notices of meetings, listing documents, circulars and proxy forms (“Corporate Communications”).

The purpose of this letter is to ascertain Shareholders’ choice of means of receipt of the Corporate Communications. Please complete Part A of the attached Instruction Slip and return it to the Company’s Share Registrar, Tricor Friendly Limited, by email to [oeh18-ecom@hk.tricorglobal.com](mailto:oeh18-ecom@hk.tricorglobal.com), by facsimile to (852) 2861 1465, by post using the pre-paid mailing label provided at the bottom of the Instruction Slip or mail directly to Level 54, Hopewell Centre, 183 Queen’s Road East, Hong Kong.

If you elect the Electronic Communication Option and have specified your email address in the Instruction Slip, we will send you an email notification to inform you whenever new Corporate Communications are posted on the Company’s website. In case you have not provided your email address, we will notify you by mail instead.

Please note that you may change your choice of means of receipt of the Corporate Communications (whether by positive consent or by deemed consent) at any time by completing Part A of the Instruction Slip and returning it to the Company’s Share Registrar using any of the above-mentioned methods. A copy of the Instruction Slip can be obtained from the Company’s Share Registrar free of charge.

If you have any queries relating to this letter, please call our Share Registrar’s hotline at (852) 2980 1333 between 9:00 a.m. and 5:30 p.m. (Monday to Friday, excluding public holidays).

By order of the board of directors of  
**Oriental Enterprise Holdings Limited**  
**Ka-bong WONG**  
*Company Secretary*

Hong Kong, 3 December 2021

Encl.

各位股東：

**致新股東之函件－選擇收取東方企控集團有限公司（「本公司」）  
企業通訊的形式**

為保護環境，本公司建議各股東（「股東」）可以選擇透過本公司網站 <https://oeh.on.cc> 以電子形式瀏覽企業通訊（「電子通訊選擇權」）。企業通訊指由本公司發出或將予發出的任何文件，包括但不限於年度報告、中期報告、環境、社會及管治報告、會議通告、上市文件、通函及代表委任表格等（「企業通訊」）。

本函件目的乃徵詢股東收取本公司企業通訊的方式。請閣下填妥隨附之「指示回條」甲部，並電郵至 [oeh18-ecom@hk.tricorglobal.com](mailto:oeh18-ecom@hk.tricorglobal.com)、傳真至(852) 2861 1465、使用印於「指示回條」底部的已預繳郵寄標籤或直接寄回香港皇后大道東 183 號合和中心 54 樓之本公司股份過戶登記處卓佳準誠有限公司。

如閣下選擇電子通訊選擇權並已在「指示回條」內填上電郵地址，本公司將會於本公司網站公布企業通訊時，以電郵方式通知閣下。倘若閣下未有提供電郵地址，本公司將會以郵寄方式知會閣下。

閣下可隨時更改收取企業通訊的方式（無論屬正面同意或被視為同意），只需填寫「指示回條」甲部，並透過上述任何一種方式交回本公司股份過戶登記處便可。閣下可向本公司股份過戶登記處索取「指示回條」，費用全免。

如閣下對本函件有任何疑問，請於上午 9 時至下午 5 時 30 分（星期一至五，公眾假期除外）致電本公司股份過戶登記處熱線(852) 2980 1333 查詢。

承董事會命  
**東方企控集團有限公司**  
公司秘書  
黃嘉邦

香港，2021 年 12 月 3 日

附件

## INSTRUCTION SLIP 指示回條

Please complete, sign and return this Instruction Slip to the Share Registrar of Oriental Enterprise Holdings Limited (the "Company"), Tricor Friendly Limited, by email to oeh18-ecom@hk.tricorglobal.com, by facsimile to (852) 2861 1465, by post using the pre-paid mailing label provided at the bottom of this slip or mail directly to Level 54, Hopewell Centre, 183 Queen's Road East, Hong Kong.

請填妥及簽署下列「指示回條」，並電郵至oeh18-ecom@hk.tricorglobal.com、傳真至(852) 2861 1465、使用印於此回條底部的已預繳郵寄標籤或直接寄回香港皇后大道東183號合和中心54樓，東方企控集團有限公司（「本公司」）股份過戶登記處卓佳準誠有限公司。

### Part A: To elect/change the means of receipt of the future Corporate Communications\*

甲部：選擇／更改日後收取「企業通訊\*」之形式

I/We would like to receive the future Corporate Communications: (Please "✓" only one box)

本人／吾等欲以下列方式收取日後的企業通訊：（請以「✓」號選擇一項）

- in printed form; or 只收取印刷本；或  
 by electronic means in lieu of in printed form. 以電子方式取代印刷本。

My/Our email address:

本人／吾等的電郵地址：\_\_\_\_\_

(Please ensure your email address is properly filled in for the purpose of receiving the notification of release of Corporate Communications)

(請確保填上正確的電郵地址以作收取企業通訊發布通知之用)

### Part B: Request for printed form of relevant Corporate Communications

乙部：要求發送有關企業通訊之印刷本

- I/We have chosen to receive the Corporate Communications by electronic means but would also like to receive the relevant printed form.  
本人／吾等已選擇透過以電子方式收取企業通訊，但希望收取有關企業通訊之印刷本。

Name(s) of Shareholder(s) in English 股東的英文名稱  
(Please use **BLOCK LETTERS**) (請以大楷書寫)

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

Registered address of Shareholder(s) 股東的登記地址

Contact telephone number 聯絡電話

Signature(s) 簽署

Date 日期

Notes 附註：

- The above instructions will apply to all Corporate Communications of the Company to be sent to you until you inform us otherwise.  
上述指示將適用於本公司的所有企業通訊，直至閣下另行通知為止。
- If any shares are held in joint names, all joint holders or the joint holder whose name stands first on the Company's register of members should sign this Instruction Slip in order for it to be valid.  
如任何股份以聯名方式持有，則所有聯名持有人或名列本公司股東名冊的首名聯名持有人須於本指示回條上簽署，方為有效。
- This Instruction Slip with no box ticked or otherwise incorrectly completed will be deemed void and would assume you would like to receive the Company's future Corporate Communications by electronic means.  
如在本指示回條未有作出選擇或在其他方面填寫不正確，本指示回條將作廢及假設閣下欲以電子方式收取本公司日後的企業通訊。
- For the avoidance of doubt, no additional instructions (other than those imprinted herein) written on this Instruction Slip will be processed.  
免生疑問，在本指示回條寫上的任何額外指示（本回條上所印列之指示除外）將不予處理。

\* Corporate Communications refer to any documents issued or to be issued by the Company, including but not limited to: (a) annual reports; (b) interim reports; (c) environmental, social and governance reports; (d) notices of meetings; (e) listing documents; (f) circulars and (g) proxy forms.

\* 企業通訊指由本公司發出或將予發出的任何文件，包括但不限於：(a) 年度報告；(b) 中期報告；(c) 環境、社會及管治報告；(d) 會議通告；(e) 上市文件；(f) 通函及(g) 代表委任表格。

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



Please cut the mailing label and stick this on the envelope to return this Instruction Slip to us.

No postage stamp necessary if posted in Hong Kong.

Otherwise, please affix an appropriate stamp.

閣下寄回此指示回條時，請將郵寄標籤剪貼於信封上。  
如在本港投寄毋須貼上郵票，否則請貼上適當的郵票。

郵寄標籤 MAILING LABEL

卓佳準誠有限公司  
Tricor Friendly Limited  
簡便回郵號碼 37 Freepost No. 37  
香港 Hong Kong