

HONG KONG FERRY (HOLDINGS) COMPANY LIMITED 香港小輪(集團)有限公司

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

(Stock Code 股份代號:50)

NOTIFICATION LETTER 通知信函

22 April 2020

Dear Shareholders,

Hong Kong Ferry (Holdings) Company Limited (the "Company")

Notice of Publication of Annual Report 2019, Circular, Notice of Annual General Meeting and Form of Proxy (the "Current Corporate Communication")

The Annual General Meeting of the Company will be held on board the vessel, Harbour Cruise - Bauhinia, North Point (East) Passenger Ferry Pier, North Point, Hong Kong on Friday, 29 May 2020 at 12:00 noon. English and Chinese versions of the Current Corporate Communication are available under the Investor Relations section of the Company's website at www.hkf.com and the HKEX news website of Hong Kong Exchanges and Clearing Limited at www.hkexnews.hk. If you have elected to receive corporate communication* in printed form, the printed form (or forms) of the Current Corporate Communication is (or are) enclosed.

If you would like (i) to receive future corporate communications from the Company in printed form instead of in electronic form on the Company's website (or in electronic form on the Company's website instead of in printed form) or (ii) to change the language in which you receive corporate communications in printed form, please complete the Change Request Form on the reverse side of this letter and sign and return it by post or by hand to the Company's share registrar (the "Share Registrar"), Tricor Standard Limited at Level 54, Hopewell Centre, 183 Queen's Road East, Hong Kong. If you post your reply in Hong Kong, you may use the mailing label in the Change Request Form and not affix a stamp on the envelope when returning your Change Request Form. Otherwise, please affix an appropriate stamp. The Change Request Form may also be downloaded from the Company's website at www.hkf.com or the HKEX news website of Hong Kong Exchanges and Clearing Limited at www.hkexnews.hk.

If you have elected (or are deemed to have elected) to receive the Current Corporate Communication in electronic form on the Company's website and for any reason have difficulty in obtaining access to corporate communications on the Company's website, the Company will upon request send the Current Corporate Communication to you in printed form free of charge.

You may at any time by reasonable notice in writing to the Company (sent to the Share Registrar at the above address or by email to hktf50-ecom@hk.tricorglobal.com) elect (i) to receive future corporate communications from the Company in printed form instead of in electronic form on the Company's website (or in electronic form on the Company's website instead of in printed form) or (ii) to change the language in which you receive corporate communications in printed form.

Shareholders are advised to read the leaflet attached to this letter for further detail and monitor the development of COVID-19. Should you have any queries in relation to this letter, please call the telephone hotline of the Company's Share Registrar at (852) 2980 1333 during business hours from 9:00 a.m. to 6:00 p.m., Monday to Friday, excluding public holidays.

By Order of the Board
Hong Kong Ferry (Holdings) Company Limited
Yuen Wai Kuen
Company Secretary

* Corporate Communication(s) means any document(s) issued or to be issued by the Company for the information or action of holders of any of its securities as defined in Rule 1.01 of the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited, including but not limited to the directors' report, annual accounts together with a copy of the auditor's report (and where applicable, the summary financial report), the interim report (and where applicable, the summary interim report), notices of meetings, listing documents, circulars and proxy forms.

各位股東:

香港小輪(集團)有限公司(「本公司」)

-2019年年報、通函、股東週年大會通告及代表委任表格(「本次公司通訊」)之發佈通知

本公司之股東週年大會將於二零二零年五月二十九日(星期五)中午十二時正假座香港北角東渡輪客運碼頭「洋紫荊維港遊」遊船上舉行。本次公司通訊之中、英文版本已上載於本公司網站(www.hkf.com)「投資者關係」一欄,及香港交易及結算所有限公司「披露易」網站(www.hkexnews.hk)。 歡迎查閱。如 閣下已選擇收取公司通訊*之印刷本,本次公司通訊隨本函附上。

如 閣下欲(i)收取本公司日後的公司通訊之印刷本,以取代於本公司網站登載的電子版本(或收取於本公司網站登載的公司通訊電子版本,以取代印刷本)或(ii)更改所收取的公司通訊印刷本的語言版本,請 閣下填妥在本函背面的變更申請表格,並在變更申請表格上簽名,然後寄回或親自交回本公司之股份過戶登記處,卓佳標準有限公司(「**股份過戶登記處**」),地址為香港皇后大道東183號合和中心54樓。倘若 閣下在香港投寄,可使用變更申請表格內的郵寄標籤寄回,而毋須在信封上貼上郵票;否則,請貼上適當的郵票。變更申請表格亦可於本公司網站(www.hkf.com)或香港交易及結算所有限公司「披露易」網站(www.hkexnews.hk)內下載。

如 閣下已選擇(或被視為已選擇)收取於本公司網站登載的本次公司通訊電子版本,惟因故查閱公司通訊上出現困難,只要 閣下提出要求,本公司將儘快寄上所要求的本次公司通訊的印刷本,費用全免。

閣下可以隨時透過股份過戶登記處以書面或透過電郵至hkf50-ecom@hk.tricorglobal.com通知本公司,選擇(i)收取本公司日後的公司通訊之印刷本,以取代於本公司網站登載的電子版本(或收取於本公司網站登載的公司通訊電子版本,以取代印刷本)或(ii)更改所收取的公司通訊印刷本的語言版本。

謹請股東務必細閱隨附於本信函的單張以了解進一步詳情,並監察新型冠狀病毒的發展情況。若 閣下對本函有任何疑問,請於星期一至星期五(公眾假期除外)辦公時間上午九時正至下午六時正,致電本公司之股份過戶登記處電話熱線 (852) 2980 1333 查詢。

承董事會命 香港小輪(集團)有限公司 公司秘書 袁偉權

二零二零年四月二十二日

* 公司通訊乃公司發出或將予發出以供其任何香港聯合交易所有限公司《證券上市規則》第1.01 條界定的證券之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、年度賬目連同核數師報告(及如適用財務摘要報告)、中期報告(及如適用中期摘要報告)、會議通告、 上市文件、通函及委派代表書。

變更申請表格 CHANGE REQUEST FORM

Hong Kong Ferry (Holdings) Company Limited (the "Company") (Stock Code: 50) c/o Tricor Standard Limited Level 54, Hopewell Centre, 183 Queen's Road East, Hong Kong

香港小輪(集團)有限公司 (「本公司」)(股份代號:50) 經卓佳標準有限公司 香港皇后大道東 183 號 合和中心 54 樓

I/We have received the Current Corporate Communication (as defined on the reverse side of this form) in the English language, the Chinese language or in both languages or have elected (or am/are deemed to have elected) to receive the Current Corporate Communication in electronic form on the Company's website.

本人,我們已收取本水公司雖和《在業員本表格传育》之妻文/中文印刷本或英文和中文印刷本或英文和中文印刷本或英文和中文印刷本或英文和中文印刷本或英文和中文印刷本或英文和中文印刷本或英文和中文印刷本或英文和中文印刷本或英文和中文印刷本或英文和中文印刷本或英文和中文印刷本或英文和中文印刷本或英文和中文印刷本或英文和中文印刷本或文印表明本。

个八/ 我们已收补个队公司想抓(龙我无个农们自由)之大大/ 于天中朝个功大大和于天中朝个功已迟评(功敢抚得已迟评)以补庆个公司通讯总载的个队公司通讯电子版个。
Part A I/We would like to receive the Current Corporate Communication in printed form in the manner indicated below: 中部 本人/我們現欲以下列方式收取本次公司通訊之印刷本:
(Please mark "X" 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「X」號)
I/We would like to receive the Current Corporate Communication in the English language only; OR 本人/我們現欲收取本次公司通訊之 英文本 ; 或
I/We would like to receive the Current Corporate Communication in the Chinese language only; OR 本人/我們現欲收取本次公司通訊之中文本;或
I/We would like to receive the Current Corporate Communication in both the English language and the Chinese language. 本人∕我們現欲收取本次公司通訊之 英文和中文本 。
Part B I/We would like to change the way in which I/we receive future corporate communication* from the Company in the manner indicated below: Z部 本人/我們現欲變更以下列方式收取公司將來的公司通訊*:
(Please mark "X" 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「X」號)
in electronic form on the Company's website and receive an email notification or a notification letter of the publication of Corporate Communications on website
(Please provide your email address in the space below, whereupon the Company will send 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 publication of the Corporate Communications on website will be sent instead.); OR 瀏覽在本公司網站發出之公司網訊電子版本,並收取公司組訊已在網上登載之電郵租和或通知與作
(請在以下位置提供 開下之電郵地址,本公司會經該電郵地址通知 開下日後本公司網站登載之公司通訊。如未有提供電郵地址,則只會發出有關公司通訊已 在網上登載的通知函件子 開下。); 或
Email Address 電郵地址
Please use BLOCK CAPITALS 請用正楷填寫
to receive the printed English version of all future Corporate Communications only; OR
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 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 。
Name(s) of Shareholder(s)* 股東姓名* Signature* 簽署*
Please use BLOCK CAPITALS 請用正楷填寫
Address [#] 地址 [#]
Contact telephone number: Date: 聯絡電話號碼: 日期:
You are required to fill in the details if you download this Change Request Form from the Company's website or the website of Hong Kong Exchanges and Clearing Limited. "假如 閣下從本公司網站或香港交易及結算所有限公司下載本變更申請表格,請填上有關資料。
Notes 附註:
 Please complete all your details clearly.請 閣下清楚填妥所有資料。 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 this Change
Request Form in order for it to be valid. 如屬聯名股東,則本變更申請表格須由該名於本公司股東名冊上就聯名持有股份其姓名位列首位的股東簽署,方為有效。
3. Any form with more than one box marked "X" in Part A or Part B, with no box marked "X", with no signature or otherwise incorrectly completed will be void. 如在本表格甲部或 乙部超過一個方格內劃上「X」號、或未有於方格內劃上「X」號、或未有簽署、或在其他方面填寫不正確,則本表格將會作廢。

PERSONAL INFORMATION COLLECTION STATEMENT 收集個人資料聲明

J 随意 生。
Please note that English and Chinese versions of all the Company's corporate communications which have been sent to shareholders in the past 12 months are available from the Company on request. English and Chinese versions of all the Company's corporate communications are also available on the Company's website www.hkf.com for five years from the date of first publication. 本公司備有於過去12 個月曾寄發予股東的公司通訊的中、英文版本,可供索取。所有公司通訊中、英文版本亦由首次登載日期起計,持續5年載於本公司網站(www.hkf.com)上。

- (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」具有香港法例第486章《個人資料(私態)條例》(「《私廳條例》」)中「個人資料」的涵義。
- (ii)
- (iii)
- 例第486章 《個人資料(私隱)條例》(「**《私隱條例**》 」中下個人資料)的議義。
 Your supply of Personal Data to the Company is on a voluntary basis. If you fail to provide sufficient information, the Company may not be able to process your instructions. 関下是自顧向本公司提供個人資料。
 著 関下未能接供是夠資料。本公司可能無法處理 関下之情示。
 Your Personal Data may be disclosed or transferred by the Company to its subsidiaries, the Share Registrar (Tricor Standard Limited), and/or other companies or bodies for a work of the stated purposes, and retained for such period as may be necessary for verification and record purposes. 本公司可就任何所說明的用途。將 関下的個人資料披露或轉移給本公司的附屬公司、股份過戶登記處「產住標準有股公司」、及/或其他公司或團體 連將在總置公司的人資料作核資及紀錄用途。
 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 and sent to the Privacy Compliance Officer of the Share Registrar (Tricor Standard Limited) by post at Level 54, Hopewell Centre, 183 Queen's Road East, Hong Kong or by email to the privacy of the interpretable of the Share Registrar (Tricor Standard Limited) by post at Level 54, Hopewell Centre, 183 Queen's Road East, Hong Kong or by email to the privacy of the privacy of the provides and privacy of the privacy of the privacy of the provides and the privacy of the provides and privacy of the provides and the privacy of the provides and privacy of the privacy of the privacy of the privacy

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This form is made in English and Chinese. In case of any inconsistency, the English version shall prevail. 本表格以英文及中文發出。中、英文版本內容如有任何不相符,概以英文版本為準。

Please cut the mailing label and stick it on the envelope

in order to return this Change Request Form to us. No postage is necessary if posted in Hong Kong.

閣下寄回本變更申請表格時,請將郵寄標籤剪貼於信封上。 如在本港投寄毋須貼上郵票。

MAILING LABEL 郵寄標籤

Tricor Standard Limited 卓佳標準有限公司 Freepost No: 37 簡便回郵號碼 Hong Kong 香港

股東週年大會的預防措施

保障我們的股東、員工及其他持份者的健康對我們至為重要。鑑於新型冠狀病毒疫情蔓延,本公司將於股東週年大會上實施下列預防措施以保障出席股東、員工及其他持份者的健康及安全免受感染的風險:

- (1) 每位股東、委任代表及其他出席者於大會會場入口必須量度體溫。任何體溫超過攝 氏37.4度的人士將不獲批准進入或被要求離開會場。每位與會者於進入股東週年大 會會場前將須遞交已填妥之健康申報表。
- (2) 每位與會者將須於股東週年大會上全程佩戴外科口罩,並與其他與會者的座位之間 保持安全距離。務請注意,股東週年大會會場將不會提供口罩,與會者應自備並佩戴 口罩。
- (3) 大會將不會派發禮品及供應茶點。
- (4) 任何出席者有任何類似流感症狀或正接受香港政府強制檢疫或曾與任何接受檢疫人 士有緊密接觸會被拒絕進入會議場地。

此外,本公司提醒所有股東無需親身出席大會仍可行使投票權。股東可填寫並交回代表委任表格委任大會主席代表股東於大會上就相關決議案投票以代替親身出席大會。股東週年大會適用之代表委任表格隨函附奉,亦可於香港交易及結算所有限公司網站(www.hkexnews.hk)及本公司網站(www.hkf.com)下載。