



HARBOUR CENTRE DEVELOPMENT LIMITED

海港企業有限公司

(Incorporated in Hong Kong with limited liability)

(於香港註冊成立的有限公司)

(Stock Code 股份代號: 51)

27 March 2020

Dear Non-registered Shareholders^{Note},

Notification of Publication of Corporate Communications

We hereby notify you that various corporate communications of Harbour Centre Development Limited (the "Company"), including the following documents (the "Current Corporate Communications"), in both English and Chinese language, have been published and are now available on the Company's website at www.harbourcentre.com.hk:-

- (1) 2019 Annual Report; and
- (2) Circular dated 27 March 2020 containing Notice of Annual General Meeting to be held in the Jade Room, 6th Floor, The Marco Polo Hongkong Hotel, 3 Canton Road, Kowloon, Hong Kong, on Tuesday, 5 May 2020 at 11:15 a.m.

If you would like to receive the Current Corporate Communications in printed form, please send a notice of request to the Company, c/o the Company's Registrars (the "Registrars"), Tricor Tengis Limited, at Level 54, Hopewell Centre, 183 Queen's Road East, Hong Kong, by post or by hand delivery, or via email to harbourcentre-ecom@hk.tricorglobal.com. Such notice of request should contain your full name(s) in English, address and contact telephone number, together with the relevant words regarding your request.

Should you have any queries in relation to this letter, please contact the Registrars' Customer Service Hotline at (852) 2980-1333 between 9:00 a.m. and 5:00 p.m., Monday to Friday (excluding Hong Kong public holidays).

Yours faithfully,
For and on behalf of
Harbour Centre Development Limited
Kevin C Y Hui
Company Secretary

Note: "Non-registered Shareholders" refer to such persons or companies whose shares are held in The Central Clearing and Settlement System and who have notified the Company from time to time through Hong Kong Securities Clearing Company Limited that such persons or companies wish to receive Corporate Communications (as defined in the Listing Rules) of the Company.

PERSONAL INFORMATION COLLECTION STATEMENT

Your supply of your name(s) and other personal data is on a voluntary basis for the purpose of processing your instructions for receiving corporate communications (the "Purposes"). We may transfer such data provided by you to our Share Registrar and agent(s) for the Purposes or such other parties who are authorised by law to request the information. The data will be retained for such period as may be necessary for our verification and record purposes. You have the right to request access to and/or correction of the relevant personal data in accordance with the provisions of the Personal Data (Privacy) Ordinance (Cap. 486 of the laws of Hong Kong) and any such request should be made in writing to the Personal Data Privacy Officer of Tricor Tengis Limited at Level 54, Hopewell Centre, 183 Queen's Road East, Hong Kong.

致非登記股東^{附註}：

公司通訊已予以刊發的通知

本公司現謹通知 閣下，海港企業有限公司（「本公司」）的多份公司通訊的英文版本及中文版本現已刊發，並已於本公司網站 www.harbourcentre.com.hk 登載供公眾閱覽，其中包括下列文件（「是次公司通訊」）：—

- (1) 二〇一九年年報；及
- (2) 日期為二〇二〇年三月二十七日，載有股東週年大會通告之通函。本公司之股東週年大會將於二〇二〇年五月五日（星期二）上午十一時十五分假座香港九龍廣東道三號馬哥孛羅香港酒店六樓翡翠廳舉行。

如 閣下欲收取是次公司通訊的印刷本，請以郵寄或人手送遞方式向本公司發出要求通知（由本公司股份過戶登記處卓佳登捷時有限公司（「股份過戶登記處」）代收，其地址為香港皇后大道東183號合和中心54樓），或將相關的通知電郵至 harbourcentre-ecom@hk.tricorglobal.com。相關的要求通知須內載 閣下的英文全名、地址及聯絡電話號碼，以及 閣下的要求的相關指示字句。

如 閣下對本函有任何疑問，請於星期一至五（香港公眾假期除外）上午九時至下午五時，致電股份過戶登記處客戶服務熱線（852）2980-1333查詢。

海港企業有限公司
公司秘書
許仲瑛
代行

二〇二〇年三月二十七日

附註：「非登記股東」指其股份存放於中央結算及交收系統的人士或公司，而他／他們已經透過香港中央結算有限公司不時向本公司發出通知，表示該等人士或公司希望收到本公司的公司通訊（按上市規則所界定）。

收集個人資料聲明

閣下是自願提供 閣下的姓名及其它個人資料，以用於處理 閣下有關收取公司通訊的指示（「該等用途」）。我們可能就該等用途向我們的股份過戶登記處及代理人，或其他獲法例授權而要求取得有關資料的人士轉交此等資料。閣下所提供的資料將在適當時間保留作核實及記錄用途。閣下有權隨時按照香港法例第486章（個人資料（私隱）條例）要求存取及／或更正相關個人資料。任何有關要求均須以書面方式向卓佳登捷時有限公司（地址為香港皇后大道東183號合和中心54樓）的個人資料私隱主任提出。

Ref. 00051-5