

# WING ON COMPANY INTERNATIONAL LIMITED

# 永安國際有限公司

(Incorporated in Bermuda with limited liability) (百慕達註冊成立有限公司)

(Stock code: 289) (股份代號: 289)

# NOTIFICATION LETTER 通知信函

26 April 2024

Dear Registered Shareholder(s)

Wing On Company International Limited (the "Company")

 Notice of publication of 2023 Annual Report, Circular dated 26 April 2024 together with the Notice of Annual General Meeting, and Proxy Form (collectively the "Current Corporate Communications")

The English and Chinese versions of the Current Corporate Communications are available on the Company's website at <a href="https://www.wingon.hk">https://www.wingon.hk</a> and the website of The Stock Exchange of Hong Kong Limited (the "Stock Exchange") at <a href="https://www.hkexnews.hk">https://www.hkexnews.hk</a> (the "Website Version"). The Company strongly recommends you to access the Website Version of these Current Corporate Communications and all future Corporate Communications (Note 1). If you have elected to receive the Corporate Communications in printed form, the printed copies of the Current Corporate Communications in your selected language(s) are enclosed.

If you for any reason have difficulty in receiving email notification or gaining access to the Website Version of the Current Corporate Communications and would like to receive the Current Corporate Communications and all future Corporate Communications in printed form, please complete, sign and return the enclosed Reply Form to the share registrar of the Company in Hong Kong, Tricor Progressive Limited, at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong by post using the prepaid mailing label provided at the bottom of the enclosed Reply Form (no stamp is needed if posted in Hong Kong) or by email to 289-ecom@hk.tricorglobal.com. The Company will promptly upon your request send the printed copies of the Current Corporate Communications to you free of charge.

It is the responsibility of the registered shareholders to provide a functional email address. If you have not provided your email address to the Company or need to update your email address, the Company recommends you to provide your email address by completing, signing and returning the enclosed Reply Form to the share registrar of the Company in Hong Kong at the above-mentioned address by post or by email to <u>289-ecom@hk.tricorglobal.com</u>. If the Company does not have your functional email address, until such time that the functional email address is provided to the Company's share registrar in Hong Kong, you will not be able to receive any notices of publication of the Website Version of Corporate Communications ("**Notice of Publication**") by email and Actionable Corporate Communications (Note 2) in electronic form. As such, the Company would only be able to send you the Notice of Publication and the Actionable Corporate Communications in printed form.

Should you have any queries relating to this letter, please call the telephone hotline of the share registrar of the Company in Hong Kong 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 **Karl C. Kwok** Chairman

#### Notes:

- 1. Corporate Communications include any document(s) issued or to be issued by the Company for the information or action of holders of any of its securities or the investing public, including but not limited to, the directors' report, its annual accounts together with a copy of the auditor's report, the interim report, a notice of meeting, a listing document, a circular and a proxy form.
- 2. Actionable Corporate Communications refer to any Corporate Communications that seek instructions from the shareholders on how they wish to exercise their rights or make elections as shareholders.

2024年4月26日

各位登記股東:

## 永安國際有限公司(「本公司」)

一有關2023年年報、於2024年4月26日刊發的通函連同召開股東週年大會通告及委任代表表格(統稱「本次公司通訊」)的刊發通知

本次公司通訊的英文及中文版本已上載於本公司網站(https://www.wingon.hk)及香港聯合交易所有限公司(「**聯交所**」)之網站(https://www.hkexnews.hk)(「網站版本」)。本公司建議 閣下閱覽本次公司通訊及日後公司通訊<sup>(開註1)</sup>的網站版本。如 閣下已選擇收取公司通訊的印刷本,隨本函附上本次公司通訊的印刷本(按 閣下所選擇之語言版本)。

如 閣下因任何理由無法以電子郵件方式收取通知或閲覽本次公司通訊的網站版本及欲索取本次公司通訊及日後公司通訊的印刷本,請填妥及簽署隨附之回條,並以回條下方已預付郵費的郵寄標籤寄回本公司之香港股票登記及過戶處,卓佳廣進有限公司,地址為香港夏慤道16號遠東金融中心17樓(如在香港投寄毋須貼上郵票),或以電郵方式發送至289-ecom@hk.tricorglobal.com。本公司會因應 閣下之要求立即向 閣下免費發送本次公司通訊的印刷本。

已登記股東有責任提供有效的電子郵箱地址。如 閣下尚未提供 閣下之電子郵箱地址予本公司,或需更新 閣下之電子郵箱地址,本公司建議 閣下填妥及簽署隨附之回條以提供 閣下之電子郵箱地址,並按上述地址以郵寄方式寄回本公司之香港股票登記及過戶處,或以電郵方式發送至289-ecom@hk.tricorglobal.com。若本公司沒有收到 閣下之有效的電子郵箱地址,直至本公司之香港股票登記及過戶處收到 閣下之有效的電子郵箱地址之前, 閣下將無法透過電子郵件方式收取公司通訊網站版本的刊發通知「刊發通知」)及以電子方式發送的可供採取行動的公司通訊(附註2)。本公司只能以印刷本方式向 閣下發送刊發通知及可供採取行動的公司通訊。

倘 閣下對本信函有任何查詢,請於星期一至星期五(公眾假期除外)上午9時至下午6時辦公時間內,致電本公司之香港股票登記及過戶處熱線(852) 2980 1333。

承董事會命 主席 郭志樑

### 附註:

- 1. 公司通訊包括本公司發出或將予發出以供其任何證券持有人或投資大眾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、中期報告、會議通告、上市文件、通函及委任代表表格。
- 2. 可供採取行動的公司通訊是指任何涉及要求股東指示其擬如何行使其有關股東權利或作出選擇的公司通訊。

REPLY FORM 回 條	R	<b>EPI</b>	Y	FO	RM	回條
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Wing On Company International Limited (the "Company") To: (Stock code: 289)

(Incorporated in Bermuda with limited liability) c/o Tricor Progressive Limited 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong

致: 永安國際有限公司(「本公司」) (股份代號:289) (百慕達註冊成立有限公司) 經卓佳廣進有限公司 香港夏慤道16號遠東金融中心17樓

Part A

I/We would like to receive the Current Corporate Communications and all future Corporate Communications in printed form in the manner of the corporate Communication of the corporate Co

1 8	本人/我們現欲以下列方式收取本次公司通訊及所有日後的公司通訊的印刷本:
(Please r	nark a "✔" in ONLY ONE of the following boxes 請僅在下列其中一個空格內劃上「✔」號))
	I/We would like to receive a printed copy <b>in the English language only; OR</b> 本人/我們現欲收取一份英文印刷本;或
	I/We would like to receive a printed copy <b>in the Chinese language only; OR</b> 本人/我們現欲收取一份中文印刷本;或
	I/We would like to receive a printed copy <b>in both the English language and the Chinese language.</b> 本人/我們現欲收取英文和中文各一份印刷本。
Part 乙普	
	(Please provide the email address in English BLOCK LETTERS) (請以英文正楷填寫電子郵箱地址)
Name(s) 股東姓名	
	(Please use English BLOCK LETTERS 請以英文正楷填寫)
Address 地址:	(Please use English BLOCK LETTERS請以英文正楷填寫)
Contact 聯絡電記	elephone number: Date: 5 期 :
Notes 附言 1.	Please complete, sign and return this form by cutting and sticking the prepaid mailing label (provided at the bottom of this form) on an envelope to the share registrar of the Company in Hong Kong, Tricor Progressive Limited, or by email to <u>289-ecom@hk.tricorglobal.com</u> . 請填妥及簽署本回條,並以回條下方已預付郵要的郵客標籤剪貼於信封上,帝回本公司之香港股票登記及過戶處,卓佳廣進有限公司,或以電郵方式發送至
2.	289-com@hk.tricorglobal.com。 Please complete this form clearly. Any form with no indicated choice, with no signature or otherwise incorrectly completed shall be void. 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 on this form in order to be valid. 請清楚填寫本回條。回條上若未有作出選擇、沒有簽名或沒有正確地填寫,均屬無效。如屬聯名股東,則本回條須由於本公司股東名冊內排名首位姓名的聯名股東簽署,方為有效。
3.	The above instruction for Part A will apply to all future Corporate Communications to be sent to you until you notify otherwise by reasonable notice in writing to the share registrar of the Company in Hong Kong or until it has been revoked, superseded or has expired on 31 December 2025 (whichever is earlier). Further request in writing will be

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PERSONAL INFORMATION COLLECTION STATEMENT 收集個人資料聲明

"Personal Data" in this statement has the same meaning as "personal data" defined in the Personal Data (Privacy) Ordinance, Chapter 486 of the Laws of Hong Kong ("PDPO"). Your supply of the Personal Data is on a voluntary basis and for the purpose of processing your instructions as stated in this form (the "Purposes"). If you fail to supply sufficient information, the Company may not be able to process your instructions. The Company may disclose or transfer the Personal Data to its subsidiaries, its share registrar and/or third party service provider who provides administrative, computer and other services to the Company may for use in connection with the Purposes and to such parties who are authorised by law to request the information or are otherwise relevant for the Purposes and need to receive the information. The Personal Data will be retained for such period as may be necessary to fulfil the Purposes (including for verification and record purposes). Request for access to and/or correction of the Personal Data can be made in accordance with the provisions of the PDPO and any such request should be in writing and sent to the Data Privacy Officer of Tricor Progressive Limited at the above address.

本聲明中所指的「個人資料」與香港法例第486章(個人資料(展覽)條例》[「《個人資料(無圖)條例》])]中「個人資料」的涵義相同。 閣下是自顧提供個人資料,以用於處理 閣下在一個條上所述的指示「該等用途」。如 閣下未能提供足夠資料。本公司有可能法處理 閣下的指示。本公司可可能所述的該等用途(可能所述的該等用途(包括作核實及紀錄用途)。有關查閱及/或更正個人資料的要求可按照(個人資料(私隱)條例》提出,而有關要求須以書面方式郵寄至卓佳廣進有限公司(地址如上)的個人資料和隱主任。

Please cut the mailing label and stick it on an envelope to return this Reply Form to us.

No postage is necessary if posted in Hong Kong.

當 閣下寄回本回條時,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。

Mailing Label 郵寄標籤

Tricor Progressive Limited 卓佳廣進有限公司 Freepost No.簡便回郵號碼: 10 GPO Hong Kong香港