



英皇鐘錶珠寶有限公司  
EMPEROR WATCH & JEWELLERY LIMITED  
(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: 887)

Letter to non-registered shareholders - Election of means of receipt of Corporate Communications  
致非登記股東 - 有關收取公司通訊方式之選擇

17 April 2024

Dear shareholder(s) <sup>(Note 1)</sup>,

The following document(s) of Emperor Watch & Jewellery Limited (“Company”) has/have been prepared in English and Chinese in printed form and is/are available on the websites of the Company at <https://www.EmperorWatchJewellery.com> and The Stock Exchange of Hong Kong Limited at <https://www.hkexnews.hk> :-

- 2023 Annual Report
- Circular dated 17 April 2024 in relation to (1) Proposals for (A) Re-election of Directors and (B) General Mandates to Issue New Shares and Buy Back Shares and (2) Notice of Annual General Meeting

If you wish to (i) receive the above document(s) in printed copy; or (ii) change your means of receipt of all future Corporate Communications <sup>(Note 2)</sup>, please complete the Request Form overleaf and return it by fax at (852) 2810-8185 or by email at [887-ecom@hk.tricorglobal.com](mailto:887-ecom@hk.tricorglobal.com) or by post to the Company’s Share Registrar, Tricor Secretaries Limited (“Share Registrar”) at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong. You may use the mailing label at the bottom of the Request Form and there is no need to affix any stamp if posted in Hong Kong. Otherwise, please affix the requisite stamp.

Should you have any queries in relation to this letter, please call the Share Registrar hotline at (852) 2980-1333 during business hours from 9:00 a.m. to 6:00 p.m., Monday to Friday, excluding Hong Kong public holidays.

Yours faithfully,  
Emperor Watch & Jewellery Limited

Notes:

- (1) This letter is addressed to non-registered shareholders of the Company, which means such person or company whose shares in the Company 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 to receive Corporate Communications. If you have sold or transferred your shares in the Company, please disregard this letter and the Request Form overleaf.
- (2) Corporate Communications include, but not limited to (a) the directors’ report, its annual accounts together with a copy of auditor’s report and, where applicable, its summary financial report; (b) the interim report and, where applicable, its summary interim report; (c) a notice of meeting; (d) a listing document; (e) a circular; and (f) a proxy form.

各位股東 <sup>(附註1)</sup> :

英皇鐘錶珠寶有限公司 (「本公司」) 下述文件之印刷本已以中、英文版本編制及於本公司之網站 (<https://www.EmperorWatchJewellery.com>) 及香港聯合交易所有限公司之網站 (<https://www.hkexnews.hk>) 刊載 :-

- 2023年報
- 日期為2024年4月17日有關(1)建議(A)重選董事及(B)發行新股份及回購股份之一般授權及(2)股東週年大會通告

若閣下欲(i)索取上述文件之印刷本;或(ii)更改所選擇收取日後所有公司通訊 <sup>(附註2)</sup> 之方式,請填妥本函件背頁之要求表格,然後以傳真(852) 2810-8185或電郵 ([887-ecom@hk.tricorglobal.com](mailto:887-ecom@hk.tricorglobal.com)) 或郵寄方式將要求表格送回本公司之股份過戶登記處卓佳秘書商務有限公司(「股份過戶登記處」),地址為香港夏慤道16號遠東金融中心17樓。倘若閣下於香港郵寄,可使用要求表格下方之郵寄標籤而毋須貼上郵票。否則,請貼上適當的郵票。

閣下若對本函有任何疑問,請在辦公時間(星期一至星期五上午9時至下午6時,香港公眾假期除外)內致電股份過戶登記處(852) 2980-1333查詢。

英皇鐘錶珠寶有限公司  
謹啟

2024年4月17日

附註:

- (1) 此函件乃向本公司之非登記股東發出。非登記股東指該等持有本公司股份並存放於中央結算及交收系統的人士或公司,並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。如閣下已經出售或轉讓所持有之本公司股份,則毋須理會本函件及背面的要求表格。
- (2) 公司通訊包括,但不限於:(a) 董事會報告、年度賬目連同核數師報告以及(如適用)財務摘要報告;(b) 中期報告及(如適用)中期摘要報告;(c) 會議通告;(d) 上市文件;(e) 通函;及(f) 委任代表表格。

## Request Form 要求表格

(Please return by fax or by email or by post 請以傳真或電郵或郵寄回覆)

To: **Emperor Watch & Jewellery Limited** (“Company”) (Stock Code: 887) 致: **英皇鐘錶珠寶有限公司** (「本公司」) (股份代號: 887)  
c/o Tricor Secretaries Limited (Share Registrar) 經卓佳秘書商務有限公司 (股份過戶登記處)  
17/F, Far East Finance Centre 香港夏愨道16號  
16 Harcourt Road, Hong Kong 遠東金融中心17樓  
(Fax No. : (852) 2810-8185) (傳真號碼 : (852) 2810-8185)  
(email : [887-ecom@hk.tricorglobal.com](mailto:887-ecom@hk.tricorglobal.com)) (電郵 : [887-ecom@hk.tricorglobal.com](mailto:887-ecom@hk.tricorglobal.com))

I/We would like to confirm my choice of receipt of the current and future Corporate Communications<sup>(Note 1)</sup> of the Company in the manner as indicated below:

本人/吾等確認以下列方式選擇收取 貴公司是次及日後發佈之公司通訊<sup>(附註1)</sup> :

**Please tick the below box**  
請於下列方格內劃上「✓」號

To receive in **printed form** in both English and Chinese  
以中、英文**印刷本**形式收取

Date : \_\_\_\_\_  
日期 : \_\_\_\_\_

Signature(s) : \_\_\_\_\_  
簽名 : \_\_\_\_\_

Contact telephone number  
聯絡電話號碼

Name(s) of Non-registered Shareholder(s)<sup>(Note 2)</sup>  
非登記股東名稱<sup>(附註2)</sup>

Notes 附註 :

- Corporate Communications include, but not limited to (a) the directors' report, its annual accounts together with a copy of the auditor's report and, where applicable, its summary financial report; (b) the interim report and, where applicable, its summary interim report; (c) a notice of meeting; (d) a listing document; (e) a circular; and (f) a proxy form.  
公司通訊包括, 但不限於 (a) 董事會報告、年度賬目連同核數師報告以及 (如適用) 財務摘要報告; (b) 中期報告及 (如適用) 中期摘要報告; (c) 會議通告; (d) 上市文件; (e) 通函; 及 (f) 委任代表表格。
- This form is to be completed by non-registered shareholder(s) of the Company. Non-registered shareholder means such person or company whose shares in the Company 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 to receive Corporate Communications.  
本表格是由本公司非登記股東填寫。非登記股東指該等持有本公司股份並存放於中央結算及交收系統的人士或公司, 並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。
- The above instructions will apply to all future Corporate Communications to be sent to shareholders of the Company until you notify otherwise by reasonable notice in writing to the Share Registrar, Tricor Secretaries Limited at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong or by email to [887-ecom@hk.tricorglobal.com](mailto:887-ecom@hk.tricorglobal.com).  
上述指示將適用於寄發予本公司股東之所有日後公司通訊, 直至 閣下發出合理時間的書面通知或電郵至 [887-ecom@hk.tricorglobal.com](mailto:887-ecom@hk.tricorglobal.com) 通知股份過戶登記處卓佳秘書商務有限公司 (地址為香港夏愨道16號遠東金融中心17樓) 另作選擇為止。
- For the avoidance of doubt, we do not accept any additional instructions written on this form.  
為免存疑, 任何在本表格上的額外書面指示, 本公司將不予處理。

### PERSONAL INFORMATION COLLECTION STATEMENT

“Personal Data” in this statement has the same meaning as “personal data” defined in the Personal Data (Privacy) Ordinance, Cap. 486 of the laws of Hong Kong (“PDPO”), which may include but not limited to your name and contact telephone number. Your supply of Personal Data is on a voluntary basis for the purpose of receiving Corporate Communications in the manner chosen. Your Personal 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 Personal Data in accordance with the provisions of the PDPO. Any such request for access to and/or correction of the Personal Data should be in writing by mail to Data Privacy Officer of Tricor Secretaries Limited.

#### 收集個人資料聲明

本聲明中之「個人資料」相等於香港法例第 486 章《個人資料 (私隱) 條例》(「《私隱條例》」) 所定義之「個人資料」, 當中可能包括但不限於 閣下之姓名及聯絡電話號碼。閣下是自願提供個人資料, 以便按 閣下選擇之方式收取公司通訊。本公司將在有需要之期間保存 閣下之個人資料作核實及記錄用途。閣下有權根據《私隱條例》中的條款, 查閱及/或修改 閣下之個人資料。任何相關查閱及/或修改個人資料之要求均須以書面方式郵寄至卓佳秘書商務有限公司之個人資料私隱主任。

Please cut the mailing label and stick it on the envelope to return this form to us.

**No postage stamp necessary if posted in Hong Kong.**

閣下寄回此表格時, 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 Secretaries Limited  
卓佳秘書商務有限公司  
Freepost No.10 GPO 簡便回郵號碼  
Hong Kong 香港