



Town Ray Holdings Limited

登輝控股有限公司

(Incorporated in the Cayman Islands with limited liability)  
(Stock Code: 1692)

## NOTIFICATION LETTER 通知信函

28 May 2024

Dear Registered Shareholders,

### Town Ray Holdings Limited (the "Company")

#### – Notification of publication of Circular, Notice of 2024 Annual General Meeting & Proxy Form ("Current Corporate Communications")

We hereby notify you that the Current Corporate Communication(s) in both English and Chinese are now available on the Company's website at [www.townray.com](http://www.townray.com) (by clicking under the section "Investor Relations" in the Company's website) and the website of The Stock Exchange of Hong Kong Limited (the "Stock Exchange") at [www.hkexnews.hk](http://www.hkexnews.hk) in an accessible format. You may access the Current Corporate Communication(s) through the Company's website or the Stock Exchange's website. If you have elected to receive the Corporate Communications<sup>(Note)</sup> in printed form, the printed copy of the Current Corporate Communication(s) is enclosed.

You may at any time choose either to receive printed copies of Corporate Communications in both English and Chinese free of charge or access through the Company's website at [www.townray.com](http://www.townray.com) (the "Website Version").

Even if you have elected (or are deemed to have consented) to receive the Website Version of all the Corporate Communications, if for any reason, you have difficulty in receiving or gaining access to the Website Version of the Current Corporate Communication(s) or would like to receive a printed copy of the Current Corporate Communication(s) or change your election of means of receipt of all future Corporate Communications, please complete the Reply Form (the "Reply Form"), sign and return it by using the enclosed pre-paid mailing label attached (applicable for posting within Hong Kong) to the Company c/o the Company's branch share registrar in Hong Kong, Tricor Investor Services Limited (the "Branch Share Registrar"), by post to 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong or by email to [1692-ecom@hk.tricorglobal.com](mailto:1692-ecom@hk.tricorglobal.com). The Reply Form may also be downloaded from the websites of both the Company and the Stock Exchange. The Company or the Branch Share Registrar will, upon receipt of your written request, promptly send the Current Corporate Communication(s) in printed form to you free of charge.

Should you have any queries relating to this letter, please contact the Branch Share Registrar at (852) 2980 1333 during business hours (9:00 a.m. to 6:00 p.m. from Monday to Friday, excluding Hong Kong public holidays) or send an email to [1692-ecom@hk.tricorglobal.com](mailto:1692-ecom@hk.tricorglobal.com).

"Personal Data" in this statement has the same meaning as "personal data" defined in the Personal Data (Privacy) Ordinance, Cap. 486 (the "PDPO"), which may include but not limited to your name, contact telephone number, email address and mailing address. 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 respective Personal Data in accordance with the provisions of the PDPO. Any such request should be in writing to the Company c/o the Company's share registrar in Hong Kong at the above address.

By Order of the Board  
**TOWN RAY HOLDINGS LIMITED**  
**Chan Kam Kwong Charles**  
Chairman and non-executive Director

*Note: Corporate Communications refer to any documents issued or to be issued by the Company for the information or action of holders of any of the Company's securities, including but not limited to: (a) the directors' report and 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.*

致登記股東：

### 登輝控股有限公司（「本公司」）

#### 一 於本公司網站刊發通函、二零二四年股東週年大會通告及代表委任表格（「本次企業通訊」）之發佈通知

本公司現謹通知 閣下，本次企業通訊之英文及中文版本已分別上載於本公司網站([www.townray.com](http://www.townray.com))（請參閱本公司網站的「投資者關係」部分）及香港聯合交易所有限公司（「聯交所」）網站([www.hkexnews.hk](http://www.hkexnews.hk))。閣下可透過本公司網站或聯交所網站瀏覽本次企業通訊。如 閣下已選擇收取企業通訊<sup>(附註)</sup>之印刷本，隨本函附上本次企業通訊之印刷本。

閣下可隨時選擇同時收取企業通訊之英文及中文印刷本，費用全免，或透過本公司網站([www.townray.com](http://www.townray.com))瀏覽企業通訊（「網上版本」）。

儘管 閣下已選擇（或被視為已同意）收取所有企業通訊之網上版本，惟因任何原因以致 閣下收取或接收本次企業通訊之網上版本出現困難或欲收取本次企業通訊之印刷本或如欲更改 閣下所有日後企業通訊之收取方式的選擇，請填妥本函背面的回條（「回條」），並於簽署後使用隨附的已預付郵費郵寄標籤（適用於香港投寄）經本公司於香港之股份過戶登記分處卓佳證券登記有限公司（「股份過戶登記分處」）（地址為香港夏慤道16號遠東金融中心17樓）以郵遞方式或以電郵發送至 [1692-ecom@hk.tricorglobal.com](mailto:1692-ecom@hk.tricorglobal.com) 交回予本公司。回條亦可於本公司網站或聯交所網站內下載。本公司或股份過戶登記分處將於收到 閣下之書面要求後，立即免費向 閣下發送本次企業通訊之印刷本。

閣下如有任何與本函有關的疑問，請在辦公時間內致電股份過戶登記分處(852) 2980 1333，辦公時間為星期一至星期五（香港公眾假期除外）上午9時正至下午6時正，或發送電郵至 [1692-ecom@hk.tricorglobal.com](mailto:1692-ecom@hk.tricorglobal.com)。

本聲明中之「個人資料」相等於《個人資料（私隱）條例》（第486章）（「《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、聯絡電話號碼、電郵地址及郵寄地址。閣下是自願提供個人資料，以便按 閣下選擇之方式收取企業通訊。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。有關要求均須以書面經本公司於上述地址之香港股份過戶登記處郵寄至本公司。

承董事會命  
**登輝控股有限公司**  
主席兼非執行董事  
**陳鑑光**

2024年5月28日

附註：企業通訊指由本公司發出或將予發出以供本公司任何證券的持有人參照或採取行動的任何文件，其中包括但不限於：(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)委派代表書。

Registered Shareholder's information (English name and Address):

登記股東資料 (英文姓名及地址) :

### Reply Form 回條

**To: TOWN RAY HOLDINGS LIMITED (the "Company")** (Stock Code: 1692)  
c/o Tricor Investor Services Limited  
17/F, Far East Finance Centre,  
16 Harcourt Road,  
Hong Kong

**致: 登輝控股有限公司 (「本公司」)**  
(股份代號: 1692)  
經卓佳證券登記有限公司  
香港夏愨道16號  
遠東金融中心17樓

#### Provision of Email Address and/or Request for Printed Copy of Corporate Communications and Actionable Corporate Communications 提供電子郵箱地址或/要求提供企業通訊和可供採取行動的企業通訊的印刷本

Information of Shareholders 股東資料:

Full Name(s) of Shareholder(s) <sup>#</sup> 股東姓名 <sup>#</sup>	:	
Email address 電子郵箱地址	:	
Email address (re-type / re-write) 電子郵箱地址 (再次輸入 / 再次填寫)	:	
Contact telephone number 聯絡電話號碼	:	
Signature(s) & Date 簽名及日期	:	

<sup>#</sup> You are required to fill in the details if you download this form from the website. 假如閣下從網站下載本表格, 請必須填上有關資料。

Please mark (X) in ONLY ONE of the following boxes (applicable for dissemination arrangement via printed copy):

請在下列方框之中僅標記一項 (X) (適用於以印刷本形式收取企業通訊):

<input type="checkbox"/>	To receive the <b>printed versions</b> for all future Corporate Communications and Actionable Corporate Communications <sup>3</sup> ; <b>OR</b> 同時收取所有日後的企業通訊和可供採取行動的企業通訊的 <b>印刷本</b> <sup>3</sup> ; 或
<input type="checkbox"/>	To <b>cancel</b> prior request(s), if any, of printed version(s) for all future Corporate Communications and Actionable Corporate Communications. The Shareholder will refer to the online versions to be published on the Company's website and the website of The Stock Exchange of Hong Kong Limited for all future Corporate Communications or the electronic form of Actionable Corporate Communications to be received by email <sup>4</sup> (as the case may be). <b>取消</b> 之前就收取所有日後的企業通訊和可供採取行動的企業通訊印刷本的請求 (如有)。股東將瀏覽本公司網站及香港聯合交易所有限公司網站上刊發的所有日後的企業通訊或通過電子郵件 <sup>4</sup> 接收的可供採取行動的企業通訊的電子版本 (視情況而定)。

#### Notes 附註:

- 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 (a) the directors' report and its annual accounts together with the independent auditors' 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.  
企業通訊包括本公司發佈或將予發佈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 (a) 董事會報告, 公司年度帳目連同獨立核數師報告以及 (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; (f) 代表委任表格。
- Actionable Corporate Communications refer to any corporate communications that seek instructions from the Shareholders of the Company on how they wish to exercise their rights or make elections as the Company's shareholders.  
可供採取行動的企業通訊是指任何涉及及要求本公司股東指示其擬如何行使有關股東權利的企業通訊。
- It is the Shareholder's responsibility to provide email address that is functional. If the Company does not receive the completed form or the email address provided is not functional, the Company will send the Actionable Corporate Communication in printed form together with a request for soliciting your functional email address to facilitate electronic dissemination of Actionable Corporate Communications in the future. The Company will be considered to have complied with the Rules Governing the Listing of Securities on the Stock Exchange of Hong Kong Limited if it sends Actionable Corporate Communications to the email address provided by a Shareholder without receiving any "non-delivery message".  
股東有責任提供有效的電子郵箱地址。如果本公司沒有收到填寫完整的線上表格或提供的電子郵箱地址無效, 本公司將以印刷本形式發送可供採取行動的企業通訊, 連同一份索取股東有效電子郵箱地址的表格, 以便將來以電子通訊方式發送可供採取行動的企業通訊。如果本公司向股東提供的電子郵箱地址發送可供採取行動的企業通訊而未收到任何「未送達信息」, 則本公司將被視為已遵守香港聯合交易所有限公司證券上市規則。
- Please complete all your details clearly. If no box, or more than one box, is marked, the Company reserves the right to treat this request as void.  
請閣下清楚填妥所有資料。如未標記任何方框或標記多個方框, 本公司保留將此請求視為無效的權利。
- In the case of joint registered holders of any shares, this form shall be deemed to be submitted by the joint registered holder whose name first appears on the register of members for and on behalf of all the joint registered holders.  
倘若若干人士聯名持有股份, 本線上表格應被視為由於股東名冊內排名首位姓名的聯名登記股東代表所有聯名登記股東提交。
- If more than one email addresses are provided, the Company will only adopt the first email address as set out above.  
如提供多個電子郵箱地址, 本公司將僅採用所述第一個電子郵箱地址。
- This request will be valid until expired on the last date of each financial year or unless being revoked or superseded (whichever is earlier). Further request in writing will be required if Shareholder prefers to continue receiving printed copy of future Corporate Communications.  
此請求將一直有效, 直到每個財政年度的最後一天到期為止, 除非被撤銷或取代 (以較早者為準)。如果股東希望繼續收到日後的公司通訊的印刷本, 則需要做進一步書面請求。
- For avoidance of doubt, the Company does not accept any other instructions given on this request. Any other instructions inserted on this request will be void.  
為免存疑, 本公司概不接受於此請求上作出的任何其他指示。在此請求中書寫的任何其他指示均被視為無效。

#### MAILING LABEL 郵寄標籤

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

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

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, 毋須貼上郵票

**Tricor Investor Services Limited**  
卓佳證券登記有限公司  
**Town Ray Holdings Limited 登輝控股有限公司 (1692)**  
**Freepost Number 簡便回郵號碼: 10 GPO**  
**Hong Kong 香港**