



Overseas Chinese Town (Asia) Holdings Limited
華僑城（亞洲）控股有限公司

(Incorporated in the Cayman Islands with limited liability)
(於開曼群島註冊成立之有限公司)
(Stock Code 股份代號: 03366)

15 March 2024

Dear non-registered shareholder(s)*,

Arrangement of Electronic Dissemination of Corporate Communications

Pursuant to Rule 2.07A of the Rules Governing The Listing of Securities on The Stock Exchange of Hong Kong Limited (the “**Listing Rules**”) under the expansion of paperless listing regime and electronic dissemination of corporate communications that came into effect on 31 December 2023, Overseas Chinese Town (Asia) Holdings Limited (the “**Company**”) is writing to inform you that the Company has adopted electronic dissemination of corporate communications (the “**Corporate Communication**”), which mean any documents issued or to be issued by the Company for the information or action of holders of any of its securities, including but not limited to (a) the directors’ report, its annual accounts together with a copy of the 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.

Please note that both the English and Chinese versions of all future Corporate Communications will be available electronically on the website of the Company at www.oct-asia.com and the HKEXnews website at www.hkexnews.hk in place of printed copies. If required, the Company will send a notice of publication (the “**Notices of Publication**”), stating the Corporate Communications published on websites, to each non-registered shareholder* by email or by post (only when the Company does not possess a functional email address of a non-registered shareholder*).

To ensure timely receipt of (if required) Notices of Publication by email, the Company recommends that you liaise with your bank(s), broker(s), custodian(s), nominee(s) or HKSCC Nominees Limited through which your Shares are held (collectively, the “**Intermediaries**”) and provide your email address to your Intermediaries.

If the Company does not receive your functional email address from the Intermediaries, until such time that the functional email address is provided to the Intermediaries, the Company will send to you (if required) Notices of Publication in printed form by post in the future.

If you want to receive the Corporate Communications instead of the notice of publication in printed form, please complete and return the Reply Form to the Company’s Hong Kong share registrar (the “**Share Registrar**”), Computershare Hong Kong Investor Services Limited, at 17M Floor, Hopewell Centre, 183 Queen’s Road East, Wan Chai, Hong Kong or send an email to octasia.ecom@computershare.com.hk specifying your name, address and request to receive the Corporate Communications in printed form. Please note that such instruction shall be valid for one year starting from the receipt date of your instruction and will expire thereafter.

Should you have any queries relating to this letter, please contact the Share Registrar at (852) 2862 8688 during business hours from 9:00 a.m. to 6:00 p.m. (Hong Kong time), Mondays to Fridays, excluding Hong Kong public holidays.

By the order of the Board
Overseas Chinese Town (Asia) Holdings Limited
Liu Yu
Chairman

* *Non-registered shareholder means such person or company whose shares 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 that such person or company wishes to receive Corporate Communications*

各位非登記股東*：

以電子方式發佈公司通訊之安排

根據自 2023 年 12 月 31 日起生效的擴大無紙化上市機制及以電子方式發佈公司通訊規定下香港聯合交易所有限公司證券上市規則（「**上市規則**」）第 2.07A 條，華僑城（亞洲）控股有限公司（「**公司**」）謹此通知 閣下，公司已採用以電子方式發佈公司通訊（「**公司通訊**」）之安排，該公司通訊是指公司為向其任何證券持有人提供資訊或提醒其採取行動而發佈或將要發佈的任何文件，包括但不限於(a) 董事會報告、年度帳目以及審計報告副本以及（如適用）財務摘要報告；(b) 中期報告及其中期報告摘要（如適用）；(c) 會議通知；(d) 上市文件；(e) 通函和 (f) 委任表格。

請注意，所有未來公司通訊的英文版和中文版將在公司網站 www.oct-asia.com 和披露易網站 www.hkexnews.hk 上提供，以代替印刷本。如需，公司將於在發佈公司通訊的日期，以電子郵件或郵寄方式（只在本公司沒有非登記股東*的有效電子郵件地址時）向非登記股東*發刊登通知（「**刊登通知**」），說明已經在網頁發佈了的公司通訊。

為確保及時以電郵收到（如需）刊登通知，公司建議 閣下聯絡代 閣下持有股份的銀行、經紀、託管商、代理人或香港中央結算（代理人）有限公司（統稱「**中介公司**」），並向 閣下的中介公司提供 閣下的電子郵件地址。

如果公司沒有從中介公司收到 閣下的有效電子郵件地址，直至中介公司收到 閣下有效的電子郵件地址前，公司未來將以印刷本形式向 閣下郵寄發送（如需）刊登通知。

若閣下希望收取公司通訊而非發佈公司通訊的通知之印刷版，請填妥回條並交回公司的香港股份過戶登記處（「**股份過戶處**」）香港中央證券登記有限公司，地址為香港灣仔皇后大道東 183 號合和中心 17M 樓或發送電子郵件至 octasia.ecom@computershare.com.hk，並註明閣下的姓名、地址以及收取公司通訊印刷版的要求。請注意，收取未來公司通訊印刷版之指示由收悉 閣下指示當日起計一年內有效，此後將過期。

如 閣下對本函件有任何疑問，請於辦公時間星期一至五（香港公眾假期除外）上午 9 時正至下午 6 時正（香港時間）期間致電股份過戶處(852) 2862 8688 查詢。

承董事會命
華僑城（亞洲）控股有限公司
主席
劉宇

2024 年 3 月 15 日

* *非登記股東指股份存放於中央結算及交收系統的人士或公司，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。*

REPLY FORM 回條

To: Computershare Hong Kong Investor Services Limited
(The "Share Registrar")
17M Floor, Hopewell Centre,
183 Queen's Road East, Wanchai, Hong Kong

致：香港中央證券登記有限公司
(「股份過戶處」)
香港灣仔皇后大道東 183 號
合和中心 17M 樓

REMINDER 提示

As a non-registered shareholder, if you wish to receive (if required) Notices of Publication^(Note 2) by email, you should liaise with your bank(s), broker(s), custodian(s), nominee(s) or HKSCC Nominees Limited through which your shares are held (collectively, the "Intermediaries") and provide your email address to your Intermediaries^(Note 3).

作為非登記股東，如有意根據《上市規則》透過電郵收取 (如需)刊登通知^(附註 2)，閣下應聯絡代 閣下持有股份的銀行、經紀、託管商、代理人或香港中央結算 (代理人) 有限公司 (統稱「中介公司」)，並向 閣下的中介公司提供 閣下的電子郵件地址^(附註 3)。

Request for Corporate Communications^(Note 4) in printed form / 要求收取公司通訊^(附註 4)印刷版

(Please mark "✓" in the below box if applicable) (如適用，請在以下方格內劃上「✓」號)

Name of the listed company (the "Company"): Overseas Chinese Town (Asia) Holdings Limited
上市公司 (「公司」) 名稱：華僑城 (亞洲) 控股有限公司

I/we would like to receive future Corporate Communications^(Note 4) in printed form and noted that this instruction is valid only for one year starting from the receipt date of instruction.
本人/我們欲收取未來公司通訊^(附註 4)的印刷版，並已知悉本指示由收取指示日期起計一年內有效。

Name(s) of Non-registered holder(s):
非登記股東姓名：

(Please use ENGLISH BLOCK LETTERS 請用英文正楷填寫)

Signature(s):^(Notes 1)
簽名：^(附註 1)

Contact number:
聯絡電話號碼：

Date:
日期：

Notes 附註:

1. This letter is addressed to non-registered shareholder(s) ("Non-registered shareholder" means such person or company whose shares 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 that such person or company wishes to receive Corporate Communications*). Please complete all your details clearly. If your shares are held in joint names, all of the joint shareholders should jointly sign this Reply Form in order to be valid. Any Reply Form with no box marked (✓), with no signature or otherwise incompletely completed will be void. For the avoidance of doubt, the Company does not accept any other instructions given on this Reply Form.

此函件乃向本公司之非登記股東 (「非登記股東」指股份存放於中央結算及交收系統的人士或公司，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) 發出。請清楚填妥 閣下之所有資料。如屬聯名股東，則本回條須由所有聯名股東聯合簽署，方為有效。任何回條若未有在方格內劃上「✓」號，未有簽署或在其他方面填寫不正確，則回條將會作廢。為免存疑，在本回條上的任何額外指示，公司將不予處理。

2. Notices of Publication are, if required, any notices of publication of the Company stating the Corporate Communications published on websites to be sent to each non-registered shareholder by email or by post (only when the non-registered shareholder requested so or the Company does not possess a functional email address of the non-registered shareholder) on the publication date of the Corporate Communications.

刊登通知指在發佈公司通訊的日期，任何，如需，以電子郵件或郵寄方式 (只在非登記股東要求或本公司登記股東的有效電子郵件地址時) 向非登記股東發出公司的刊登通知，說明已經在網頁發佈了的公司通訊。

3. If the Company does not receive a functional email address of a non-registered Shareholder from the Intermediaries, until such time that the functional email address is provided to the Intermediaries, the Company will send (if required) Notices of Publication in printed form to such non-registered shareholder in the future.

如公司沒有從中介公司收到非登記股東的有效電子郵件地址，直至中介公司收到 閣下有效的電子郵件地址前，本公司未來將向其以印刷本形式發送 (如需)刊登通知。

4. Unless otherwise specified, Corporate Communications refer to any documents issued or to be issued by the Company for the information or action of holders of any of its securities, including but not limited to the annual report, interim report, notice of meeting, circular and proxy form.

除非另有註明，公司通訊乃指公司已發出或將予發出以供其任何證券的持有人參照或採取行動的任何文件，其中包括但不限於年報、中期報告、會議通告、通函及代表委任表格。

PERSONAL INFORMATION COLLECTION STATEMENT 收集個人資料聲明

(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」與香港法例第 486 章《個人資料 (私隱) 條例》(「《私隱條例》」) 中「個人資料」的涵義相同。

(ii) Your Personal Data provided in this Reply Form will be used in connection with the Company's electronic dissemination of Corporate Communications. Your supply of Personal Data to the Company is on a voluntary basis. In case of a failure to provide sufficient information, the Company may not be able to process your instructions and/or requests as stated in this Reply Form. 閣下於本回條所提供的個人資料將用於有關公司以電子方式發佈公司通訊的事宜上。閣下是自願向本公司提供個人資料。若 閣下未能提供足夠資料，本公司可能無法處理 閣下在本回條上所述的指示及/或要求。

(iii) Your Personal Data may be disclosed or transferred by the Company to its subsidiaries, the Share Registrar, and/or other companies or bodies for any of the stated purposes, or when it is required to do so by law and will be retained for such period as may be necessary for our verification and record purposes.
公司可就任何所說明的用途或在法例規定的情況下，將 閣下的個人資料披露或轉移給公司的附屬公司、股份過戶處、及/或其他公司或團體，並將在適當期間保留該等個人資料作核實及紀錄用途。

(iv) 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, by mail to the Hong Kong Privacy Officer of the Share Registrar at 17M Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong or by email at PrivacyOfficer@computershare.com.hk.

閣下有權根據《私隱條例》的條文查閱及/或修改 閣下的個人資料。任何該等查閱及/或修改個人資料的要求均須以書面方式郵寄至股份過戶處 (地址為香港灣仔皇后大道東 183 號合和中心 17M 樓) 向香港隱私主任提出，或發送電郵至 PrivacyOfficer@computershare.com.hk。

Mailing Label 郵寄標籤

Computershare Hong Kong Investor Services Limited
香港中央證券登記有限公司
Freepost No. 簡便回郵號碼: 37
Hong Kong 香港

Please cut the mailing label and stick it on an envelope to return this form to us.
No postage is necessary if posted in Hong Kong.

當 閣下寄回此回條時，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。