



# China Aoyuan Group Limited 中國奧園集團股份有限公司

(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: 3883)

## NOTIFICATION LETTER 通知信函

20 April 2020

Dear Shareholders,

China Aoyuan Group Limited (the “Company”)

— Notice of Publication of 2019 Annual Report, AGM Circular dated 20 April 2020 and Form of Proxy (“Current Corporate Communications”)

The English and Chinese versions of the Company’s Current Corporate Communications are available on the Company’s website at [www.aoyuan.com.cn](http://www.aoyuan.com.cn) and Hong Kong Exchanges and Clearing Limited’s (“HKEx”) website at [www.hkexnews.hk](http://www.hkexnews.hk), or the arranged printed form(s) of Current Corporate Communications is/are enclosed (if applicable).

Shareholders may at any time choose to receive free of charge the Company’s Corporate Communications<sup>Note</sup> either in printed form, or read the Website version; and either in English language version only, Chinese language version only or both language versions, notwithstanding any wish to the contrary they have previously conveyed to the Company. If you want to receive another printed language version of the Current Corporate Communications, or you would like to change your choice of language or means of receipt of the Company’s Corporate Communications in the future, please complete the Change Request Form on the reverse side and send it to the Company c/o Computershare Hong Kong Investor Services Limited (the “Hong Kong Share Registrar”) by using the mailing label at the bottom of the Change Request Form (need not affix a stamp if posted in Hong Kong; otherwise, please affix an appropriate stamps). The address of Hong Kong Share Registrar is 17M Floor, Hopewell Centre, 183 Queen’s Road East, Wanchai, Hong Kong. You may also send email with a scanned copy of the completed Change Request Form to [aoyuan.hk@aoyuangroup.com](mailto:aoyuan.hk@aoyuangroup.com). The Change Request Form may also be downloaded from the Company’s website at [www.aoyuan.com.cn](http://www.aoyuan.com.cn) or HKEx’s website at [www.hkexnews.hk](http://www.hkexnews.hk).

Even if you have chosen (or are deemed to have consented) to receive the Company’s Corporate Communications via Website version but for any reason you have difficulty in receiving or gaining access to the Current Corporate Communications, the Company will promptly, upon your request in writing, send the Current Corporate Communications in printed form to you free of charge.

Should you have any queries relating to this letter, please call the Company’s telephone hotline at (852) 3622 2122 during business hours from 9:00 a.m. to 6:00 p.m. from Monday to Friday, excluding public holidays.

Yours faithfully,  
For and on behalf of  
**China Aoyuan Group Limited**  
**Wong Mei Shan**  
Company Secretary

Note: Corporate Communications includes 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, summary interim report; (c) a notice of meeting; (d) a listing document; (e) a circular; and (f) form of proxy.

各位股東：

中國奧園集團股份有限公司（「本公司」）

— 2019 年年度報告、日期為二零二零年四月二十日之股東週年大會通函及代表委任表格（「本次公司通訊文件」）之發佈通知

本公司的本次公司通訊文件中、英文版本已上載於本公司網站（[www.aoyuan.com.cn](http://www.aoyuan.com.cn)）及香港交易所及結算所有限公司（「香港交易所」）網站（[www.hkexnews.hk](http://www.hkexnews.hk)），或按安排附上本次公司通訊文件之印刷本（如適用）。

儘管閣下早前曾向本公司作出本公司之公司通訊文件<sup>註</sup>收取方式或語言版本的選擇，但仍可以隨時更改有關選擇，轉為以印刷本或網上方式收取及只收取英文印刷本、或只收取中文印刷本；或同時收取中、英文印刷本，費用全免。如閣下欲收取本次公司通訊文件之另一語言印刷本，或欲更改日後收取本公司之公司通訊文件之語言版本及收取途徑之選擇，請閣下填妥在本函背頁的變更申請表格，並使用隨附之郵寄標籤，透過香港中央證券登記有限公司（「香港證券登記處」）寄回本公司（如在香港投寄，毋須貼上郵票；否則，請貼上適當的郵票）。香港證券登記處的地址為香港灣仔皇后大道東 183 號合和中心 17M 樓。你亦可把已填妥之變更申請表格的掃描副本電郵至 [aoyuan.hk@aoyuangroup.com](mailto:aoyuan.hk@aoyuangroup.com)。變更申請表格亦可於本公司網站（[www.aoyuan.com.cn](http://www.aoyuan.com.cn)）或香港交易所網站（[www.hkexnews.hk](http://www.hkexnews.hk)）內下載。

股東如已選擇以網上方式收取本公司之公司通訊文件（或被視為已同意以網上方式收取），但因任何理由未能閱覽載於網站的本次公司通訊文件，股東只要提出書面要求，我們將盡快向閣下寄上本次公司通訊文件的印刷版本，費用全免。

倘閣下對本函有任何疑問，請致電本公司電話熱線(852) 3622 2122，辦公時間為星期一至星期五（公眾假期除外）上午 9 時正至下午 6 時正。

代表  
中國奧園集團股份有限公司  
公司秘書  
汪美珊  
謹啟

2020年4月20日

附註：公司通訊文件包括但不限於：(a)董事會報告、年度財務報表連同核數師報告及財務摘要報告（如適用）；(b)中期報告及中期摘要報告（如適用）；(c)會議通告；(d)上市文件；(e)通函；及(f)代表委任表格。



## CHANGE REQUEST FORM 變更申請表格

**To:** China Aoyuan Group Limited (the "Company")  
(Stock Code: 3883)  
c/o Computershare Hong Kong Investor Services Limited  
17M Floor, Hopewell Centre, 183 Queen's Road East,  
Wanchai, Hong Kong

**致:** 中國奧園集團股份有限公司(「本公司」)  
(股份代號: 3883)  
經香港中央證券登記有限公司  
香港灣仔皇后大道東183號  
合和中心17M樓

I/We have already received a printed copy of the Current Corporate Communications in Chinese/English or have chosen (or are deemed to have consented) to read the Current Corporate Communications posted on the Company's website:

本人/吾等已收取本次公司通訊文件之中文/英文印刷本或已選擇(或被視為已同意)瀏覽本公司網站所登載之本次公司通訊文件:

**Part A — I/We would like to receive another printed language version of the Current Corporate Communications of the Company as indicated below:**

**甲部 — 本人/吾等現在希望以下列方式收取 貴公司本次公司通訊文件之另一語言印刷本:**

(Please mark a "X" in ONLY ONE of the following boxes) (請僅在下列其中一個空格內劃上「X」號)

- to receive a printed copy in English now.  
現在希望收取一份英文印刷本。
- to receive a printed copy in Chinese now.  
現在希望收取一份中文印刷本。
- to receive both the printed English and Chinese copies now.  
現在希望收取英文和中文印刷本。

**Part B — I/We would like to change the choice of language and means of receipt of future Corporate Communications of the Company as indicated below:**

**乙部 — 本人/吾等現在希望更改以下列方式收取 貴公司日後公司通訊文件之語言版本及收取途徑:**

(Please mark a "X" in ONLY ONE of the following boxes) (請僅在下列其中一個空格內劃上「X」號)

- read the Website version of Corporate Communications published on the Company's website in place of receiving printed copies; and receive a notification letter of the publication of Corporate Communications on website; **OR**  
瀏覽在本公司網站發佈之公司通訊文件網上版本, 以代替印刷本, 並收取公司通訊文件已在網上刊發之通知信函; 或
- to receive the printed English version of Corporate Communications ONLY; **OR**  
僅收取公司通訊文件之英文印刷本; 或
- to receive the printed Chinese version of Corporate Communications ONLY; **OR**  
僅收取公司通訊文件之中文印刷本; 或
- to receive both printed English and Chinese versions of Corporate Communications.  
同時收取公司通訊文件之英文及中文印刷本。

Name(s) of Shareholder(s)<sup>#</sup>

股東姓名<sup>#</sup>: \_\_\_\_\_  
(Please use ENGLISH BLOCK LETTERS 請用英文正楷填寫)

Date:

日期: \_\_\_\_\_

Address<sup>#</sup>

地址<sup>#</sup>: \_\_\_\_\_  
(Please use ENGLISH BLOCK LETTERS 請用英文正楷填寫)

Contact telephone number

聯絡電話號碼: \_\_\_\_\_  
(Please use ENGLISH BLOCK LETTERS 請用英文正楷填寫)

Signature(s)

簽名: \_\_\_\_\_

<sup>#</sup> You are required to fill in the details if you download this Change Request Form from the Company's Website. 假如你從本公司網站下載本變更申請表格, 請必須填上有關資料。

Notes 附註:

- Please complete all your details clearly.  
請閣下清楚填寫所有資料。
- 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 Request Form in order to be valid.  
如屬聯名股東, 則本申請表格須由該名於本公司股東名冊上就聯名持有股份其姓名位列首位的股東簽署, 方為有效。
- Any form with more than one box marked (X), with no box marked (X), with no signature or otherwise incorrectly completed will be void.  
如在本表格作出超過一項選擇、或未有作出選擇、或未有簽署、或在其他方面填寫不正確, 則本表格將會作廢。
- For the avoidance of doubt, we do not accept any special instructions written on this Request Form.  
為免存疑, 任何在本申請表格上之特定手寫指示, 本公司將不予處理。
- Please note that both printed English and Chinese versions of all the Company's Corporate Communications which we have sent to our Shareholders in the past 12 months are available from the Company on request. They are also available on the Company's website ([www.aoyuan.com.cn](http://www.aoyuan.com.cn)) for five years from the date of first publication.  
公司備有於過去12個月所有曾寄發予股東的公司通訊文件之中、英文版印刷本。該等通訊文件亦由首次登載日期起計, 持續5年載於公司網站 ([www.aoyuan.com.cn](http://www.aoyuan.com.cn)) 上。

PERSONAL INFORMATION COLLECTION STATEMENT 收集個人資料聲明

- "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"), which may include but is not limited to your name and/or address.  
本聲明中所指的「個人資料」具有香港法例第486章《個人資料(私隱)條例》(「《私隱條例》」)中「個人資料」的相同涵義。當中包括(但不限於)閣下的姓名及/或地址。
- Your supply of Personal Data to the Company is on a voluntary basis. If you fail to provide sufficient information, the Company may not be able to process your instructions and/or requests as stated in this form.  
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表格上所述的指示及/或要求。
- Your Personal Data may be disclosed or transferred by the Company to its subsidiaries, its share registrar, the Hong Kong Share Registrar, and/or other companies or bodies for any of the stated purposes, and retained for such period as may be necessary for our verification and record purposes.  
本公司可就任何所說明的用途, 將閣下的個人資料披露或轉移給本公司的附屬公司、股份過戶登記處、香港證券登記處、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。
- 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 to Personal Data Privacy Officer of the Hong Kong Share Registrar at 17M Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong.  
閣下有權根據《私隱條例》有關條文查閱及/或更正閣下的個人資料。任何該等查閱及/或更正閣下的個人資料的要求均須以書面方式向香港證券登記處(地址為香港灣仔皇后大道東183號合和中心17M樓)的個人資料私隱主任提出。

### 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 Change Request Form to us.  
**No postage is necessary if posted in Hong Kong.**

當閣下寄回本變更申請表格時, 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。

### Get in touch with us 與我們聯繫

Send us an enquiry 垂詢  
Rate our service 評價  
Lodge a complaint 投訴



Contact Us 聯繫我們  
[www.computershare.com/hk/contact](http://www.computershare.com/hk/contact)