

Grace Wine Holdings Limited

怡園酒業控股有限公司

(Incorporated in the Cayman Islands with limited liability) (於開曼群島註冊成立的有限公司)

> (Stock Code: 8146) (股份代號: 8146)

NOTIFICATION LETTER 通知信函

27 March 2024

Dear Registered Shareholders,

GRACE WINE HOLDINGS LIMITED (the "Company")

- Notice of publication of Annual Report 2023 (the "Current Corporate Communication")

The English and Chinese versions of the Company's Current Corporate Communications are now available on the Company's website at (www.gracewine.com.hk) and the website of The Stock Exchange of Hong Kong Limited (the "Stock Exchange") at (www.hkexnews.hk) respectively (the "Website Version"). The Company strongly recommends you to access the Website Version of the Current Corporate Communication and all future Corporate Communications (Note 1). If you have elected to receive the Corporate Communications in printed form, the Current Corporate Communication is enclosed.

If you have difficulty in receiving email notification or gaining access to the Website Version of the Corporate Communications and would like to receive the Current Corporate Communication and all future Corporate Communications in printed form, please complete, sign the enclosed Reply Form and return it to the Company's branch share registrar in Hong Kong, Tricor Investor Services Limited (the "Branch Share Registrar") at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong by post using the provided prepaid mailing label (no stamp is needed if posted in Hong Kong) or by email to 8146-ecom@hk.tricorglobal.com. The Company will promptly upon your request send the Current Corporate Communication to you in printed form free of charge.

It is the responsibility of 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 the enclosed Reply Form and returning to the Branch Share Registrar at the above-mentioned address by post or by email to 8146-ecom@hk.tricorglobal.com. If the Company does not have your functional email address, until such time that the functional email address is provided to the Branch Share Registrar, you will be unable to receive via email notices of publication of the Website Version of Corporate Communications (the "Notice of Publication") and Actionable Corporate Communications in printed 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 notification, please call the Branch Share Registrar's telephone hotline at (852) 2980 1333 from 9:00 a.m. to 6:00 p.m., Monday to Friday (excluding public holidays).

By order of the Board
Grace Wine Holdings Limited
Judy Chan
Chairlady, Chief Executive Officer and Executive Director

Notes:

- 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 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) the quarterly report, if any; (d) a notice of meeting; (e) a listing document; (f) a circular; (g)
 a proxy form; and (h) Actionable Corporate Communications.
- 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.

各位登記股東:

怡園酒業控股有限公司(「本公司」)

- 有關二零二三年年報的刊發通知(統稱「本次企業通訊」)

如 關下因任何理由無法以電子郵件方式收取或閱覽企業通訊的網站版本及欲索取本次企業通訊及日後企業通訊的印刷本,請填妥及簽署隨附之回條,並以已預付郵費的郵寄標籤寄回本公司之香港股份過戶登記分處(「股份過戶登記分處」)卓佳證券登記有限公司(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),或電郵至8146-ecom@hk.tricorglobal.com。本公司會因應 閣下之要求立即寄上企業通訊的印刷本,費用全免。

登記股東有責任提供有效的電子郵件地址。如 閣下尚未提供 閣下之電子郵件地址予本公司,或需更新 閣下之電子郵件地址,本公司建議 閣下填妥及簽署隨附之回條,並按上述地址以郵寄方式交回本公司的股份過戶登記分處或以電郵方式發送至8146-ecom@hk.tricorglobal.com。如果本公司沒有收到 閣下的有效電子郵件地址, 閣下將(i)無法透過電子郵件方式收取以電子方式發送的企業通訊網站版本的登載通知(「登載通知」)及可供採取行動的企業通訊(網註2)。本公司只能以印刷本方式向 閣下發送登載通知及可供採取行動的企業通訊之印刷本予 閣下,直至股份過戶登記處收到 閣下有效的電子郵件地址為止。

倘 閣下對本通知有任何查詢,請於星期一至星期五(公眾假期除外)上午9時至下午6時,致電股份過戶登記分處熱線(852) 2980 1333。

承董事會命 怡園酒業控股有限公司 主席、行政總裁兼執行董事 陳芳

二零二四年三月二十七日

附註:

- 1. 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)季度報告(如有);(d)會議通告;(e)上市文件;(f)通函;(g)代表委任表格;及(h)可供採取行動的企業通訊。
- 2. 可供採取行動的企業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的企業通訊。

REPLY FORM 回條

То GRACE WINE HOLDINGS LIMITED (the "Company") (Stock Code: 8146)
(Incorporated in the Cayman Islands with limited liability)
clo Tricor Investor Services Limited
17/F. Far East Finance Centre,
18 Harsour Boad Have Kove

怕園酒業整股有限公司 (股份代號:8146)(「本公司」) (於問曼蔣島註冊成立之有限公司) 經卓佳證券登記有限公司 香港夏愁道16號 橫東金龍中心17樓 致:

	10 narcourt Road, noilg Kong
Part A 甲部	I/We would like to receive the Current Corporate Communication and all future Corporate Communications ⁽⁷⁾ in printed form in the manner indicated below: 本人/我們現欲以下列方式收取本次企業通訊及將來所有企業通訊之印刷本:
(Please ma	rk "✔" in ONLY ONE of the following boxes 請從下列選擇中,僅在其中 一個空格 內劃上「✔」號)
	I/We would like to receive a printed copy in the English language only; OR 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 in the Chinese language only; OR 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 in both the English language and the Chinese language. 本人/我們現欲收取 英文和中文各一份印刷木 。
Part B 乙部	I/We would like to receive all future Corporate Communications and Actionable Corporate Communications ⁽⁸⁾ in electronic form via the email address below: 本人/我們現欲以以下電郵地址電子郵件方式收取本公司所有將來的企業通訊及可供採取行動的企業通訊的登載通知:
	(Please provide the email address in English Capital Letters) (請以英文正楷填寫電郵地址)
	Shareholder(s):
Address:	(Please use RIOCK LETTERS 詩用正樹墳宣

Notes 附註

Contact telephone number: 聯絡電話號碼:

- s 附註:
 Please complete and sign this form and return it by cutting and sticking the prepaid mailing label on an envelope to the Company's branch share registrar in Hong Kong, Tricor Investor Services Limited or via email to 8146-ecom@hk.tricorglobal.com.

 清東安後署本表格,並以隨附已預行郵費的郵待轉數貼於信封上,寄回本公司之香港股份過戶登記分處卓佳證券登記有限公司,或電郵至8146-ecom@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.

 清清楚填寫本表格。回條上若未有作出選擇、沒有簽名或沒有止確地填寫,均屬無效。如屬聯名股東,則本回條須接本公司股東名冊上聯名持有之股份戶口,由其姓名列於首位的股東簽署,方為有效。
 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 Company's branch share registrar in Hong Kong or until expired on the last day of the following financial year of the Company (whichever is earlier). Further request in writing will be required if a shareholder prefers to continue receiving printed copy of future Corporate Communications.

 上述甲部指示適用於本公司日後向 關下發社之所有企業通訊。直至 關下以合理時間書面通知本公司的香港股份過戶登記分處更改有關指示或直至本公司下一個財政年度的結束日到期(以較日為達)。如果股東希望繼續收到日後的企業通訊的印刷本,則需要做進一步書面請求。
 If both English and Chinese versions of the Corporate Communications are combined into one document, a printed form of the Corporate Communications with both English and Chinese versions will be sent to the Shareholder requesting for a printed form of any version(s) of the Corporate Communications.

 者企業通訊的英定版本及中文版本合作為一份文件,則企業通訊的英度、股本设施的设施的服务。

 是整理的表面,如果被要求完成。如果是更多的表面,是更多的,但是要求的表面,但是更多的表面,是更多的表面,但是更多的表面,但是更多的表面,是更多的表面,但是更多的表面,

- 可用的電子郵件地址為止。
 For the avoidance of doubt, we do not accept any special instructions written on this form.
 為免產生疑問,在本表格作出的任何額外手寫指示,公司將不予受理。
 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 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) the quarterly report, if any; (d) a notice of meeting; (e) a listing document; (f) a circular; and (g) 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,其中包括但不販院(a)董事會報告,公司年度帳目連同核數師報告以及(如適用)財務衝要報告; (b)中期報告及(如適用)中期摘要報告; (c)季度報告 (如1);(d)會議通告; (e)上市文件; (f)通函;(g)代表委任表格。
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PERSONAL INFORMATION COLLECTION STATEMENT 收集個人資料聲明

PERSONAL INFORMATION COLLECTION STATEMENT 收集個人資料時期

"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 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 to such parties who are authorised by law to request the information or are otherwise relevant for the Purposes and to such parties who are authorised by law to request the information or are otherwise relevant for the Purposes and to such parties who are authorised by law to request the information or are otherwise relevant for the Purposes and to such parties who are authorised by law to request the information or are otherwise relevant for the Purposes and to such parties who are authorised by law to request the information or are otherwise relevant for the Purposes and to such parties who are authorised by law to request the information or are otherwise relevant for the Purposes and to such parties and the parties of a creek of the purposes.) Request for access to and/or correction of the Personal Data will be retained for such personal Data will be retained for such

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

No postage is necessary if posted in Hong Kong.

閣下寄回本申請表格時,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。

Mailing Label 郵寄標籤

Tricor Investor Services Limited 卓佳證券登記有限公司 Freepost No. 簡便回郵號碼:10 GPO Hong Kong 香港