



新鴻基有限公司

SUN HUNG KAI & CO. LIMITED

(Incorporated in Hong Kong with limited liability)
(於香港註冊成立之有限公司)

(Stock Code: 86)
(股份代號: 86)

NOTIFICATION LETTER 通知信函

16 April 2024

Dear Shareholder,

Sun Hung Kai & Co. Limited (the “Company”)

– **Notice of Publication of Annual Report 2023, Circular, Notice of Annual General Meeting and Proxy Form (the “Current Corporate Communications”)**

The English and Chinese versions of the Current Corporate Communications are available on the Company’s website at www.shkco.com and the website of The Stock Exchange of Hong Kong Limited at www.hkexnews.hk. If you have elected to receive corporate communications* in printed form, the printed form (or forms) of the Current Corporate Communications is (or are) enclosed.

If you would like (i) to receive future corporate communications from the Company in printed form instead of in electronic form on the Company’s website (or in electronic form (other than Actionable Corporate Communications) on the Company’s website instead of in printed form) or (ii) to change the language in which you receive corporate communications in printed form, please complete the Change Request Form on the reverse side of this letter and sign and return it by post or by hand to the Company c/o the Company’s registrar (the “Registrar”), Tricor Secretaries Limited of 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong. If you post your reply in Hong Kong, you may use the mailing label in the Change Request Form and need not affix a stamp on the envelope when returning your Change Request Form. Otherwise, please affix an appropriate stamp.

If you have elected (or are deemed to have elected) to receive the Current Corporate Communications in electronic form on the Company’s website and for any reason have difficulty in obtaining access to corporate communications on the Company’s website, the Company will upon request send the Current Corporate Communications to you in printed form free of charge.

You may at any time by reasonable notice in writing to the Company (sent to the Registrar at the above address or by email at shk86-ecom@vistra.com) elect (i) to receive future corporate communications from the Company in printed form instead of in electronic form on the Company’s website (or in electronic form on the Company’s website instead of in printed form) or (ii) to change the language in which you receive corporate communications in printed form.

Please be reminded that the Company’s 2024 annual general meeting will be held at Plaza 3 and 4, Basement 3, Novotel Century Hong Kong, 238 Jaffe Road, Wanchai, Hong Kong on Tuesday, 28 May 2024 at 10:00 a.m.

Should you have any questions in relation to this letter, please call the Company’s hotline at (852) 2980 1333 during business hours from 9:00 a.m. to 5:00 p.m., Monday to Friday, excluding public holidays.

By Order of the Board
SUN HUNG KAI & CO. LIMITED
Lee Sze Wai
Company Secretary

* Corporate Communications refer to any documents issued or to be issued by the Company to holders of its securities for their information or action, including (but not limited to) the directors’ report and annual accounts together with a copy of the auditors’ report, the interim report, a notice of meeting, a listing document, a circular and a proxy form.

* Actionable Corporate Communications refer to any corporate communication that seeks instruction from the Company’s securities holders on how they wish to exercise their rights or make an election as securities holders. For the avoidance of doubt, Actionable Corporate Communications do not include notices of general meetings and proxy forms. Pursuant to the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited and the Hong Kong Companies Ordinance, the Company will send the printed form of Actionable Corporate Communications to its securities holders individually.

各位股東：

新鴻基有限公司（「本公司」）

– **2023年年報、通函、股東週年大會通告及代表委任表格（「是次公司通訊」）之發佈通知**

是次公司通訊之中，英文版本已上載於本公司網站（www.shkco.com）及香港聯合交易所有限公司披露易網站（www.hkexnews.hk），歡迎查閱。如閣下已選擇收取公司通訊*之印刷本，是次公司通訊隨本函附上。

如閣下欲(i)收取本公司日後的公司通訊之印刷本，以取代於本公司網站登載的電子版本（或收取於本公司網站登載的公司通訊電子版本（可供採取行動的公司通訊*除外），以取代印刷本）或(ii)更改所收取的公司通訊印刷本的語言版本，請閣下填妥在本函背面的變更申請表格，並在變更申請表格上簽名，然後寄回或親自交回本公司之過戶登記處卓佳秘書商務有限公司（「過戶登記處」），地址為香港夏愨道16號遠東金融中心17樓。倘若閣下在香港投寄，可使用變更申請表格內的郵寄標籤寄回，而毋須在信封上貼上郵票；否則，請貼上適當的郵票。

如閣下已選擇（或被視為已同意）收取於本公司網站登載的是次公司通訊電子版本，惟因故在本公司網站查閱公司通訊上出現困難，只要閣下提出要求，本公司將盡快寄上所需要的是次公司通訊的印刷本，費用全免。

閣下可以隨時透過過戶登記處以書面（寄送至過戶登記處上述地址或透過電郵至 shk86-ecom@vistra.com）通知本公司，選擇(i)收取本公司將來的公司通訊之印刷本，以取代於本公司網站登載的電子版本（或收取於本公司網站登載的公司通訊電子版本，以取代印刷本）或(ii)更改所收取的公司通訊印刷本的語言版本。

請注意，本公司的2024年股東週年大會將於2024年5月28日（星期二）上午10時正在香港灣仔謝斐道238號香港諾富特世紀酒店B3層3號及4號宴會廳舉行。

閣下如對本函內容有任何疑問，請於辦公時間內致電本公司電話熱線(852) 2980 1333，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5時正。

承董事會命
新鴻基有限公司
公司秘書
李斯維

2024年4月16日

* 公司通訊乃本公司向其證券持有人已發出或將予發出以供參照或採取行動的任何文件，其中包括但不限於董事會報告、年度賬目連同核數師報告、中期報告、會議通告、上市文件、通函及代表委任表格。

* 可供採取行動的公司通訊指任何涉及要求本公司的證券持有人指示其擬如何行使其證券持有人的權利或作出選擇的公司通訊。為免生疑問，可供採取行動的公司通訊並不包括股東大會的通告及代表委任表格。根據香港聯合交易所有限公司證券上市規則及香港公司條例，本公司將向其證券持有人個別地寄發可供採取行動的公司通訊印刷本。

