# **Sheen Tai Holdings Group Company Limited**

## 順泰控股集團有限公司

(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: 01335)

### NOTIFICATION LETTER 通知信函

26 April 2024

Dear Registered Shareholders.

Sheen Tai Holdings Group Company Limited (the "Company")

– Notice of publication of Annual Report, Circular, Notice of Annual General Meeting and Proxy Form (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.sheentai.com 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). If you have elected to receive the Corporate Communications in printed form, the Current Corporate Communication is enclosed.

If you for any reason 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 ("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 1335-ecom@hk.tricorglobal.com. The Company will promptly upon your request send the Current Corporate Communications 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 1335-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 ("Notice of Publication") and Actionable Corporate Communications in electronic 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 the order of the Board

Sheen Tai Holdings Group Company Limited

Guo Yumin

Chairman

Note:

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 auditors' 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:

順泰控股集團有限公司(「本公司」)

-刊發年度報告、通函、股東週年大會通告及委任表格(「本次公司通訊」)

本公司的本次公司通訊之中、英文版本已分別上載於本公司網站(www.sheentai.com)及香港聯合交易所有限公司(「**聯交所**」)之網站(www.hkexnews.hk)(「**網站版本**」)。我們建議 閣下閱覽本公司本次及日後公司通訊<sup>網註)</sup>的網站版本。如 閣下已選擇收取公司通訊的印刷本,隨函附上本次公司通訊。

如 閣下因任何理由無法以電子郵件方式收取或閱覽公司通訊的網站版本及欲索取本次公司通訊及日後公司通訊的印刷本,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1335-ecom@hk.tricorglobal.com。本公司會因應 閣下之要求立即寄上公司通訊的印刷本,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1335-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公司通訊網站版本的登載通知(「登載通知」)及可供採取行動的公司通訊。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公司通訊之印刷本予 閣下,直至股份過戶登記分處收到 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)29801333。

承董事會命 順泰控股集團有限公司 主席 郭玉民

2024年4月26日

附註: 公司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)可供採取行動的公司通訊。

#### REPLY FORM 回條

Sheen Tai Holdings Group Company Limited (the "Company") (Stock Code: 1335) (Incorporated in Cayman Islands with limited liability) c/o Tricor Investor Services Limited 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong

順泰搾股集團有限公司 ([本公司])(股份代號:1335) (於開曼群島註冊成立之有限公司) 經卓佳證券登記有限公司 香港夏慤道16號 遠東金融中心17樓

Part A 甲部																																		
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	I/We would like to receive a printed copy in the English language only; OR 本人/我們現飲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/我們現飲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/我們現飲收取英文和中文各一份印刷本。																																	
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- 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 1335-ecom@hk

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 1335-ecom@hk. tricorglobal.com。 清葉及簽署本表格,並以隔附三預付郵費的虧益標識防於信封上,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,或電廳至 1335-ecom@hk. tricorglobal.com。 Please complete this form clearly Any form with no indicated choice, with no signature or otherwise more retty 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. 請古楚填寫本表格。回餐上来有作出選擇。沒有簽名或沒有正確地填寫,均屬無效。如屬聯名股東,則本回條須按本公司股東名册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 upply 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 of the Company 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 of the Componate Communications are combined into one document, a printed form of the Corporate Communications will be sent to the Shareholder will be sent to the Shareholder requesting for a printed form of any versions, of the Corporate Communications are combined into one document, a printed form of any versions(s) of the Corporate Communications are combined in the componate Communications are versions of the Corporate Communications are combined in different preference of preference of publication of the Corporate Communications. According to the shareholder is provided a valid and fun

### PERSONAL INFORMATION COLLECTION STATEMENT 收集個人資料聲明

"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

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 to correct the respective Personal Data in accordance with the provisions of the PDPO. Any such request for access to and/or correction of the Personal Data should be in writing by either of the following

means: 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」的涵義,包括但不限於, 閣下 閣下是自願向本公司提供閣下個人資料,以便以 閣下所選之方式接收企業通訊。 閣下的個人資料將在適當期間保留作核實及記錄用途。 閣下有權根據(私隱條例)的條文要求查閱及/或修改 閣下的個人資料。任何該等要求均須以書面方式提出。 閣下的名稱,聯絡電話號碼,電子郵箱地址和郵寄地址。

By mail to: Data Privacy Officer

By email to:

Tricor Investor Services Limited 17/F, Far East Finance Centre 16 Harcourt Road, Hong Kong is-enquiries@hk.tricorglobal.com 經郵寄: 個人資料私隱主任 卓佳證券登記有限公司

香港夏整道 16 號 遠東金融中心 17 樓 經電郵: is-enquiries@hk.tricorglobal.com

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

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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

