

(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: 3878)

Dear registered shareholder(s),

29 July 2024

Arrangement of Electronic Dissemination of Corporate Communications

Pursuant to Rule 2.07 of the Rules Governing The Listing of Securities on The Stock Exchange of Hong Kong Limited (the "Listing Rules") relating to the expansion of paperless listing regime and electronic dissemination of corporate communications, which came into effect on 31 December 2023 and the articles of associations ("Articles") of Vicon Holdings Limited (the "Company"), the Company is writing to inform you that the Company has adopted electronic dissemination of corporate communications (the "Corporate Communications"). Corporate Communications 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.vicon.com.hk and the HKEXnews website at www.hkexnews.hk in place of printed copies. A notice of availability of Corporate Communications will be sent to you by email (if you have provided a functional email address (Note 1)) or by post (if you have not provided an email address or the email address is non-functional) as long as the Articles requires doing so. The Company is also required by the Listing Rules to send Actionable Corporate Communications (Note 2) to each shareholder individually.

Solicitation of electronic contact details

To ensure timely receipt of the latest Corporate Communications, the Company recommends you provide your email address by scanning your personalized QR code printed on the reply form (the "**Reply Form**") on the reverse side. Alternatively, you may sign 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.

If the Company does not receive a functional email address in your reply, until such time that the functional email address is provided to the Share Registrar, you will be unable to receive any notifications regarding the publication of Corporate Communications by email. The Company will send you the (i) notice of availability of Corporate Communications and (ii) the Actionable Corporate Communications in printed form in the future.

If you want to receive the Corporate Communications in printed form, please complete the Reply Form on the reverse side and send it to the Share Registrar or send an email to viconholdings.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 Order of the Board Vicon Holdings Limited CHOW Kwok Chun Chairman

Notes

- It is the responsibility of a shareholder to provide email address that is functional. The Company will be considered to have been duly discharged of and released from its obligations, and to have complied with the Listing Rules, if it sends Actionable Corporate Communications to the email address provided by a shareholder without receiving any "non-delivery message".
- 2. Actionable Corporate Communication is any corporate communication that seeks instructions from issuer's securities holders on how they wish to exercise their rights or make an election as the issuer's securities holder.

各位登記股東:

以電子方式發布公司通訊之安排

根據自 2023 年 12 月 31 日起生效的擴大無紙化制度及以電子方式發布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 2.07條,以及 Vicon Holdings Limited(「**本公司**」)的組織章程細則,本公司謹此通知 閣下,公司已採用以電子方式發布公司通訊(「**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布或將要發布的任何文件,包括但不限於(a)董事報告、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.vicon.com.hk 和披露易網站 www.hkexnews.hk 上提供,以代替印刷本。本公司將按章程規定,通過電子郵件(如 閣下已提供有效的電子郵件地址(簡単))或郵寄方式(如 閣下尚未提供電子郵件地址,或所提供電子郵件地址並非有效)向股東發送公司通訊的可供查閱通告。本公司亦按上市規則的要求向股東個別寄發可供採取行動的公司通訊(簡単2)。

徵集電子聯絡資料

為確保及時收到最新的公司通訊,本公司建議 閣下透過掃描本函背頁之回條(「**回條**」)上列印的 閣下專屬二維碼來提供 閣下的電子郵件地址。或者, 閣下也可以簽署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。

如果本公司沒有收到 閣下的有效電子郵件地址,直至股份過戶處收到 閣下有效的電子郵件地址前, 閣下將無法通過電子郵件方式收到任何有關發布公司通訊的通知。本公司未來將以印刷本形式發送可供查閱通告及可供採取行動的公司通訊 (AME 2)。

若 閣下希望收取未來公司通訊之印刷本,請填妥本函背頁之回條並交回股份過戶處,或發送電子郵件至 viconholdings.ecom@computershare.com.hk,並註明 閣下的姓名、地址以及收取公司通訊印刷本的要求。 請注意,收取未來公司通訊印刷本之指示由收悉 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(852)2862 8688 向股份過戶處查詢。

承董事會命 Vicon Holdings Limited 主席 鄒國俊

2024年7月29日

附註

- . 股東有責任提供有效的電子郵件地址。如本公司發送可供採取行動的公司通訊至股東所提供的電子郵件地址後沒有收到任何「發送失敗訊 息」,即視為已履行及解除其責任,並已遵守上市規則。
- 2. 可供採取行動的公司通訊指任何涉及要求發行人的證券持有人指示其擬如何行使其有關證券持有人的權利的公司通訊。

REPLY FORM 回條	REP	IV	FORM	回條
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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

(Please <u>choose ONLY ONE</u> of the options below) (請<u>從以下選項中**只選擇其中一項**)</u>

Personalized QR Code 專屬二維碼

Option 1: Provide your email address for receipt of future Corporate Communications* of the Company via electronic dissemination by scanning your personalized QR code

掃描 閣下專屬二維碼提供 閣下之電子郵件地址,以接收公司通過電子方式 選項1: 發布的未來公司通訊*

> You are **NOT required** to return this Reply Form if you choose Option 1. 如選擇了選項1, 閣下無須交回本回條。

Option 2: I/we hereby provide my/our email address in writing for receipt of future Corporate Communications* of the following listed company (the "Company") via electronic dissemination 選項 2: 本人/吾等現以書面提供本人/吾等之的電子郵件地址・以確保收到以下上市公司(「公司」)通過電子方式發布的未來公司通訊* Name of Securities holder(s) 證券持有人姓名: Name of the listed company 上市公司名稱:					
Option 3: I/we hereby request for receipt of Corporate Communications* in printed form (Please mark "✓" in the below box if applicable) 選項 3 :					
Signature(s): ^(Note 1) 簽名: ^(附註 1)	Contact number: 聯絡電話號碼:	Date: 日期:			

- ...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. 請清楚填妥 閻下之所有資料。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。

- 請清楚填安 間下之所有資料。如屬總名殷東、則本回絡與血所有器名殷東聯合資書、方為有效。

 2. Any Reply Form with no signature or otherwise incorrectly completed will be void.
 任何回緣若未有簽署或在其他方面填容不正確,則本回緣務會作廢。

 3. If the Company does not receive a functional email address in your reply, you will be unable to receive notifications regarding the publication of Corporate Communications* by email.
 如公司沒有收到 間下的有效電子郵件地址。 間下將無法通過電子郵件收到有關發布公司通訊* 的通知。

 4. If you provide more than one email address by QR code, email, reply form and/or other means, only the latest one email address provided will be registered.

 如 間下過過一維嗎。電影 回餐女成其他方式提供多於一個的電子郵件地址,只有 間下最後提供的電子郵件地址將會裁用於登記。

 5. If you mark "》 in the box in Option 3, no email address will be registered and only Corporate Communications* in printed form will be received.

PERSONAL INFORMATION COLLECTION STATEMENT 收集個人資料聲明

- 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").

 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。

 Your Personal Data provided in this Reply Form will be used in connection with, including but not limited to, the Company's electronic dissemination of Corporate Communications* and to liaise with you on other matters relating to you holdings in the Company, 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 instruction and/or request as stated in this Reply Form.

 圖下於本心包修所提供的自人資料無用於(包括但不限於)有關公司以電子方式發布公司通訊》及就 圖下持有的公司證券有關的其他事宜上與 圖下聯絡。圖下是自願向本公司提供個人資料。若 圖下未能提供足夠資料。本公司可能無法處理 圖下在本回條上所述的指示及/或要求。

 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.

 公司可能任何所說的印刷证实在法例规定或任法例规定的情况下,参解 圖下的個人資料 透電或轉移給公司的附屬公司,般的過戶者,及以其他公司或團體。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 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 Frivacy Officer of the Share Registrar at 17M Floor, Hopewell Centure, 183 Queen's Road East, Wanchai, Hong Kong or by email at Privacy Officer @computershare.com.ht.

 [18] 在提供表 化聚集例 的核文量例及或修改值 所述的相应,例如使用的一个规则,但是可以使用的一个规则,但是可以使用的一个规则,可以使用的一个规则,但是可以使用的一个规则,但是可以使用的一个规则,但是可以使用的一个规则,但是可以使用的一个规则,但是可以使用的一个规则,但是可以使用的一个规则,但是可以使用的一个规则,但是可以使用的一个规则,但是可以使用的一个规则,但是可以使用的一个规则,但是可以使用的一个规则,但是可以使用的一个规则,但是可以使用的一个规则,但是可以使用的一个规则,但是可以使用的一个规则,但是

Mailing Label 郵寄標籤

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.

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。