



# SHANGHAI ZENDAI PROPERTY LIMITED

上海証大房地產有限公司\*

(incorporated in Bermuda with limited liability)

(Stock Code: 755)

## Notification Letter 通知信函

23 August 2024

Dear Registered shareholders,

### SHANGHAI ZENDAI PROPERTY LIMITED (THE "COMPANY")

#### - NOTICE OF PUBLICATION OF CIRCULAR DATED 23 AUGUST 2024 AND PROXY FORM (THE "CURRENT CORPORATE COMMUNICATION")

We hereby notify you that the Current Corporate Communication of the Company, in both English and Chinese versions, are now available on the Company's website at [www.zendaiproperty.com](http://www.zendaiproperty.com) and the HKEXnews website at [www.hkexnews.hk](http://www.hkexnews.hk). You may now access the Current Corporate Communication by clicking the relevant titles as appeared under the "Investor Relations" of the Company's website. If you have elected to receive corporate communications<sup>#</sup> in printed form, the printed form (or forms) of the Current Corporate Communication is (or are) enclosed.

If you would like 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) 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's branch share registrar (the "Hong Kong Branch Share Registrar"), Tricor Secretaries Limited at 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. The Change Request Form may also be downloaded from the Company's website at <http://www.zendaiproperty.com> and the HKEXnews website at [www.hkexnews.hk](http://www.hkexnews.hk).

If you have elected (or are deemed to have elected) to receive the Current Corporate Communication 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 Communication to you in printed form free of charge.

You may at any time by reasonable notice in writing to the Company (sent to the Hong Kong Branch Share Registrar at the above address or by email to [is-ecom@hk.tricorglobal.com](mailto:is-ecom@hk.tricorglobal.com)) elect 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).

To ensure timely receipt of the latest notices of publication of the Website Version of Corporate Communications ("Notice of Publication"), 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 and signing the enclosed Change of Request Form and return to the Hong Kong Branch Share Registrar at the above-mentioned address by post or by email to [is.ecom@hk.tricorglobal.com](mailto:is.ecom@hk.tricorglobal.com).

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 Hong Kong Branch Share Registrar, you will be unable to receive via email Notices of Publication in electronic form; and the Company would only be able to send you the printed copy of the Notices of Publication.

Should you have any queries relating to this notification letter, please contact the enquiry hotline of the Hong Kong Branch Share Registrar at (852) 2980 1333 during business hours from 9:00 a.m. to 6:00 p.m., Monday to Friday, excluding Hong Kong public holidays.

By Order of the Board  
Shanghai Zendai Property Limited  
Mr. Huang Yuhui  
Chairman and Executive Director

<sup>#</sup> Corporate Communication(s) refers to any document(s) issued or to be issued by the Company for information or action of holders of securities of the Company, including but not limited to: (a) annual reports; (b) interim reports; (c) notices of meeting; (d) listing documents; (e) circulars; and (f) proxy forms.

致各位登記股東:

上海証大房地產有限公司（「本公司」）

– 刊發日期為二零二四年八月二十三日通函及代表委任表格（「本次公司通訊」）的通知

謹此通知 閣下，本公司之本次公司通訊的英文及中文版本，現已於本公司網站 [www.zendaiproperty.com](http://www.zendaiproperty.com) 及香港交易所披露易網站 [www.hkexnews.hk](http://www.hkexnews.hk) 刊載。閣下可於本公司網站內按「投資者關係」項下所顯示的有關標題閱覽本次公司通訊。

如 閣下欲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，以取代印刷本）。請 閣下填妥在本函背面的更改選擇表格，並在更改選擇表格上簽名，然後寄回或親自交回本公司之股份過戶登記處，卓佳秘書商務有限公司（「香港股份登記分處」），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，可使用更改選擇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。更改選擇表格亦可於本公司網站 [www.zendaiproperty.com](http://www.zendaiproperty.com) 及香港交易所披露易網站 [www.hkexnews.hk](http://www.hkexnews.hk) 內下載。

如 閣下已選擇（或被視為已選擇）收取於本公司網站登載的本次公司通訊電子版本，惟因故查閱公司通訊上出現困難，只要 閣下提出要求，本公司將儘快寄上所要求的本次公司通訊的印刷本，費用全免。

閣下可以隨時透過香港股份登記分處以書面或透過電郵至 [is-ecom@hk.tricorglobal.com](mailto:is-ecom@hk.tricorglobal.com) 通知本公司，選擇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，以取代印刷本）。

為確保及時收到最新的公司通訊網站版本的登載通知（「登載通知」），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，本公司建議閣下填寫及簽署隨附之變更申請表格提供 閣下之電子郵件地址並按上述地址以郵寄方式交回本公司的香港股份登記分處或以電郵方式發送至 [is-ecom@hk.tricorglobal.com](mailto:is-ecom@hk.tricorglobal.com)。

如果本公司沒有收到 閣下的有效電子郵件地址，閣下將無法透過電子郵件方式收取以電子方式發送的登載通知；及本公司只能以印刷本方式向閣下發送公司通訊網站版本的登載通知，直至香港股份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疑問，請於辦公時間星期一至星期五（香港公眾假期除外）上午九時正至下午六時正，致電香港股份登記分處諮詢熱線(852) 2980 1333 查詢。

承董事會命  
上海証大房地產有限公司  
主席及執行董事  
黃裕輝先生

二零二四年八月二十三日

# 公司通訊指本公司已刊發或將予刊發以供本公司證券持有人參照或採取行動之任何文件，包括但不限於：(a) 年報；(b) 中期報告；(c) 會議通告；(d) 上市文件；(e) 通函；及(f) 代表委任表格。

\* For identification purposes only 僅供識別

## Change Request Form 更改選擇表格

To: Shanghai Zendai Property Limited (the "Company") (Sock Code: 00755)  
c/o Tricor Secretaries Limited  
17/F, Far East Finance Centre  
16 Harcourt Road, Hong Kong

致: 上海証大房地產有限公司 (「本公司」) (股份代號: 00755)  
卓佳秘書商務有限公司轉交  
香港夏愨道16號  
遠東金融中心17樓

Part A: To receive the printed form of the Current Corporate Communication  
甲部: 收取本次公司通訊之印刷本  
(Please mark "✓" of the following box.) 請僅在下列空格內劃上「✓」號。)

I/We would now like to receive the printed form of the Current Corporate Communication.  
本人/我們欲收取本次公司通訊之印刷本。

Part B: I/We would like to change the way in which I/we receive future corporate communication from the Company in the manner indicated below:  
乙部: 本人/我們現欲變更以下列方式收取公司將來的公司通訊:

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

to read the Website Version of all future Corporate Communications in electronic form published on the Company's Website in place of printed copies, and to receive an email notification of the publication of Corporate Communication on the Company's Website; **OR**  
瀏覽所有日後以電子方式上載於本公司網站之公司通訊的網上版本, 以代替收取印刷版本, 並收取公司通訊已在本公司網站刊登之電郵通知; **或**

Email Address  
電郵地址

(The Company will send to the email address provided above (if any) a notification of the availability of the Corporate Communication on the Company's Website in future. If no email address is provided, a printed notification letter of the publication of the Website Version of the Corporate Communication on the Company's Website will be sent. Please provide the email address in English Block Letters and the email address is used for notification of release of Corporate Communication only.)

(本公司日後會在公司通訊於本公司網站發佈時發出通知至以上提供之電郵地址(如有)。如未有提供電郵地址, 則會發出公司通訊的網上版本已在本公司網站刊登的通知信函予閣下。請以英文正楷填寫電郵地址, 以上電郵地址僅供作通知公司通訊已獲發佈用途。)

to receive the **printed English version** of all future Corporate Communications only; **OR**  
只收取所有日後公司通訊的**英文印刷版本**; **或**

to receive the **printed Chinese version** of all future Corporate Communications only; **OR**  
只收取所有日後公司通訊的**中文印刷版本**; **或**

to receive **both the printed English and Chinese versions** of all future Corporate Communications.  
同時收取所有日後公司通訊的**英文及中文印刷版本**。

Name of Registered Shareholder (in block Letter)<sup>#</sup> 登記股東姓名<sup>#</sup> (以正楷填寫) \_\_\_\_\_ Contact phone number<sup>#</sup> 聯絡電話<sup>#</sup> \_\_\_\_\_

Address<sup>#</sup> 地址 \_\_\_\_\_

Signature<sup>#</sup> 簽署<sup>#</sup> \_\_\_\_\_ Date 日期 \_\_\_\_\_

<sup>#</sup>You are required to fill in the details if you download this Change Request Form from the Company's website or the website of Hong Kong Exchanges and Clearing Limited.

<sup>#</sup>假如閣下從本公司網站或香港交易及結算所有限公司下載本變更申請表格, 請填上有關資料。

### Notes 附註:

- Please complete all your details clearly.  
請閣下清楚填寫本表格所有資料。
- 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 this Change Request Form in order for it to be valid.  
如屬聯名股東, 則本更改選擇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 "✓" in Part A or Part B, with no box marked "✓"; with no signature or otherwise incorrectly completed will be void.  
如在本更改選擇表格甲部或乙部超過一個方格內劃上「✓」號, 或未有於方格內劃上「✓」號, 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 Change Request Form.  
為免存疑, 任何在本更改選擇表格的額外手寫指示, 本公司將不予處理。

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

Your supply of personal data (as defined in the Personal Data (Privacy) Ordinance (Chapter 486 of the Laws of Hong Kong)) is on a voluntary basis for the purpose of receiving current and future Corporate Communications (the "Purposes"). The Company may transfer your personal data to its agent, contractor 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 authorized by law to request the information or are otherwise relevant for the Purposes and need to receive the information. Your personal data will be retained for such period as may be necessary to fulfill the Purposes. You have the right to request access to and/or correction of the relevant personal data in accordance with the provisions of the Personal Data (Privacy) Ordinance (Chapter 486 of the Laws of Hong Kong) and any such request should be in writing and mailed to Privacy Compliance Officer of Tricor Secretaries Limited at the above address.

閣下是自願提供閣下上列的個人資料(定義與《個人資料(私隱)條例》(香港法例第486章)所界定相同), 用以收取現時及日後的公司通訊(「該等用途」)。公司可能向為公司提供行政、電腦及其他服務的代理人、承辦商或第三者服務供應商以作有關該等用途之用, 以及其他獲法例授權而要求取得有關資料的人士或其他與該等用途有關及需要收取有關資料的人士提供閣下的個人資料。閣下的個人資料將就履行該等用途所需的時間內保留。閣下有權按照《個人資料(私隱)條例》(香港法例第486章)要求查閱及/或更正有關個人資料, 而有關要求均須以書面作出並按上述地址郵寄至卓佳秘書商務有限公司的私隱條例事務主任。

(Please cut along the dotted line 請沿虛線剪下)



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

**No postage stamp is required for local mailing in Hong Kong**

當閣下寄回此申請表格時, 請將此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 Secretaries Limited  
卓佳秘書商務有限公司  
Freepost No. 10 GPO 簡便回郵號碼: 10 GPO  
Hong Kong 香港