

NOTIFICATION LETTER 通知信函

29 October 2024

Dear Registered Shareholders,

Top Form International Limited (the “Company”)**Notification of Publication of Annual Report 2024, Circular dated 29 October 2024 containing Notice of Annual General Meeting and Proxy Form (collectively “Current Corporate Communications”)**

The English and Chinese versions of the Company’s Current Corporate Communications are now available on the Company’s website at www.topform.group 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 have difficulty in receiving email notification or gaining access to the Website Version of the Current Corporate Communications and would like to receive the Current Corporate Communications 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 Secretaries 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 is-ecom@hk.tricorglobal.com. We will promptly send the printed copies of the Current Corporate Communication(s) to you free of charge upon receipt of your request for receiving printed form of Current Corporate Communication(s).

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 is-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. The Company will be considered to have complied with the Listing Rules on the Stock Exchange if it sends Corporate Communications and/or Actionable Corporate Communications to the email address provided by a Shareholder without receiving any “non-delivery” message.

The Environmental, Social and Governance Report 2024 (the “ESG Report”), published in electronic form only, is also available on the Company’s website and the website of The Stock Exchange of Hong Kong Limited. If you wish to receive a printed copy of the ESG Report, you may submit your request in writing to the Hong Kong Branch Share Registrar by post at the above address or by email at is-ecom@hk.tricorglobal.com.

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
Top Form International Limited
Wong Chung Chong
Chairman

Note:

- Corporate Communication(s) 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; and (g) a proxy form.
- Actionable Corporate Communication(s) refer to any corporate communications that seek instructions from the Shareholders of the Company on how they wish to exercise their rights or make elections as the Company’s Shareholders.

各位登記股東：

黛麗斯國際有限公司* (「本公司」)**刊發2024年報、日期為2024年10月29日載有股東週年大會通告之通函及代表委任表格(統稱「本次公司通訊」)之發佈通知**

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.topform.group) 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 ^(附註) 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」)卓佳秘書商務有限公司(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 is-ecom@hk.tricorglobal.com。在收到閣下索取本次公司通訊的印刷本的書面形式請求後，本公司會及時地將相關本次公司通訊的印刷本免費向閣下寄發。

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 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。如果本公司向股東提供的電子郵箱地址發送公司通訊及/或可供採取行動的公司通訊而未收到任何“未送達”信息，則本公司將被視為已遵守聯交所證上市規則。

僅以電子形式發佈的2024年環境、社會及管治報告(「環境、社會及管治報告」)亦已於本公司網站及香港聯合交易所有限公司網站登載。若閣下欲索取環境、社會及管治報告的印刷本，閣下可以書面方式郵寄至上述地址或電郵至 is-ecom@hk.tricorglobal.com 向股份過戶登記分處提出有關要求。

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時正至下午6時正，致電股份過戶登記分處熱線(852) 2980 1333。

承董事會命
黛麗斯國際有限公司
主席
黃松滄

2024年10月29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；及(g)代表委任表格。
- 可供採取行動的公司通訊是指任何涉及要求本公司股東指示其擬如何行使其有關本公司股東權利的公司通訊。

* For identification purpose only 僅供識別

