



**WING ON COMPANY INTERNATIONAL LIMITED**

**永安國際有限公司**

(Incorporated in Bermuda with limited liability)

(Stock code: 289)

### **Dissemination of Corporate Communications**

Pursuant to new Rule 2.07A<sup>1</sup> of the Rules (the “**Listing Rules**”) Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited (the “**Stock Exchange**”) and the bye-laws of Wing On Company International Limited (the “**Company**”), the Company will disseminate the future corporate communications of the Company (the “**Corporate Communications**”<sup>2</sup>) to its shareholders (the “**Shareholders**”<sup>3</sup>) electronically and only send Corporate Communications in printed form to the Shareholders upon request.

In this connection, the following arrangements will come into effect on 11 January 2024.

#### **ARRANGEMENTS**

##### **1. Actionable Corporate Communications<sup>4</sup>**

The Company will send the Actionable Corporate Communications to the Shareholders individually in electronic form by email. If the Company does not possess the email address of a Shareholder or the email address provided is not functional<sup>5</sup>, the Company will send the Actionable Corporate Communications in printed form together with a request form for soliciting the Shareholder’s functional email address to facilitate electronic dissemination of Actionable Corporate Communications in the future.

##### **2. Corporate Communications**

The Company will make the Corporate Communications available on its website (<https://www.wingon.hk>) and the Stock Exchange’s website (<https://www.hkexnews.hk>).

A notice of publication of the Website Version<sup>6</sup> of Corporate Communications, in both English and Chinese, will be sent by the Company to Shareholders by email or by post (only if the Company does not possess the functional email address of a Shareholder) on the publication date of the Corporate Communications. It is the responsibility of the Shareholders to provide an email address that is functional. If the Company does not possess the email address of a Shareholder or the email address provided is not functional, such Shareholder will be deemed, until such time when such Shareholder has provided a functional email address to the Company’s Hong Kong share registrar as detailed below, to have elected to receive a notice of publication of the Website Version of Corporate Communications by post.

## **PROVISION OF SHAREHOLDER'S EMAIL ADDRESS TO THE COMPANY**

In support of electronic communication by email, the Company recommends the Shareholders to provide the Company with their email address at any time in future by reasonable written notice to the Company's Hong Kong share registrar at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong or by email to 289-ecom@hk.tricorglobal.com.

It is the responsibility of the Shareholders to provide an email address that is functional. If the Company does not possess the email address of a Shareholder or the email address provided is not functional, the Company will act according to the above arrangements. The Company will be considered to have complied with the Listing Rules if it has sent Actionable Corporate Communications to the email address provided by a Shareholder without receiving any "non-delivery message".

## **REQUEST FOR PRINTED COPY OF CORPORATE COMMUNICATIONS AND ACTIONABLE CORPORATE COMMUNICATIONS**

For those Shareholders who wish to receive a printed version of all future Corporate Communications and Actionable Corporate Communications or, who for any reason, have difficulty in accessing the Company's website, the Company will, upon receipt of a written request by the Shareholders to the Company's Hong Kong share registrar at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong or by email to 289-ecom@hk.tricorglobal.com, send future Corporate Communications and/or Actionable Corporate Communications (as the case may be) to such Shareholders in printed form free of charge.

Please note that the request to receive Corporate Communications in printed form will be valid until it has been revoked or superseded or has expired on 31 December 2025 (whichever is earlier). Further written request will be required if a Shareholder prefers to continue receiving printed copy of future Corporate Communications and Actionable Corporate Communications.

Notes:

1. With effect from 31 December 2023.
2. 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; and (g) a proxy form.
3. Holder(s) of the share(s) of the Company.
4. 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 the Shareholders.
5. It is the responsibility of the Shareholders to provide an email address that is functional. The Company will be considered to have complied with the Listing Rules if it has sent Actionable Corporate Communications to the email address provided by a Shareholder without receiving any "non-delivery message".
6. The version of Corporate Communications that is published, in both English and Chinese, on the Company's website.

To: Wing On Company International Limited (the “**Company**”)  
 c/o Tricor Progressive Limited  
 17/F, Far East Finance Centre  
 16 Harcourt Road, Hong Kong

**Provision of Email Address and/or Request for Printed Copy of Corporate Communications<sup>1</sup> and Actionable Corporate Communications<sup>2</sup>**

Information of shareholders of the Company (“**Shareholders**”):

Name(s) (in English)	:	
Name(s) (in Chinese)	:	
Email address	:	
Email address (re-type)	:	
Contact telephone number	:	

Please mark (X) in **ONLY ONE** of the following boxes (**applicable for dissemination arrangement via printed copy**):

<input type="checkbox"/>	To receive the <b>printed English version ONLY</b> for all future Corporate Communications and Actionable Corporate Communications; <b>OR</b>
<input type="checkbox"/>	To receive the <b>printed Chinese version ONLY</b> for all future Corporate Communications and Actionable Corporate Communications; <b>OR</b>
<input type="checkbox"/>	To receive the <b>printed English and Chinese versions</b> of all future Corporate Communications and Actionable Corporate Communications <sup>3</sup> ; <b>OR</b>
<input type="checkbox"/>	To <b>cancel</b> prior request(s), if any, for printed version(s) of all future Corporate Communications and Actionable Corporate Communications. Shareholders will refer to the online versions to be published on the Company’s website and the website of The Stock Exchange of Hong Kong Limited for all future Corporate Communications or the electronic form of Actionable Corporate Communications to be received by email <sup>4</sup> (as the case may be).

Signature: \_\_\_\_\_

Address: \_\_\_\_\_  
 (Please use ENGLISH BLOCK LETTERS)

Contact telephone number: \_\_\_\_\_ Date: \_\_\_\_\_

Notes:

1. 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; and (g) a proxy form.
2. 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 the Shareholders.
3. If both English and Chinese versions of the Corporate Communications and Actionable Corporate Communications are combined into one document, a printed version of the Corporate Communications and Actionable Corporate Communications with both English and Chinese versions will be sent to the Shareholder requesting for a printed copy of any version(s) of the Corporate Communications and Actionable Corporate Communications.
4. It is the responsibility of the Shareholders to provide an email address that is functional. If the Company does not receive the completed form or the email address provided is not functional, the Company will send the Actionable Corporate Communications in printed form together with a request form for soliciting the Shareholder's functional email address to facilitate electronic dissemination of Actionable Corporate Communications in the future. The Company will be considered to have complied with the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited if it has sent Actionable Corporate Communications to the email address provided by a Shareholder without receiving any "non-delivery message".
5. Please complete all your details clearly. If no box, or more than one boxes, is marked, the Company reserves the right to treat this request as void.
6. In the case of joint registered holders of any shares, this form shall be deemed to be submitted by the joint registered holder whose name first appears on the register of members for and on behalf of all the joint registered holders.
7. If more than one email addresses are provided, the Company will only adopt the first email address as set out above.
8. This request to receive Corporate Communications in printed form will be valid until it has been revoked or superseded or has expired on 31 December 2025 (whichever is earlier). Further written request will be required if a Shareholder prefers to continue receiving printed copy of future Corporate Communications and Actionable Corporate Communications.
9. For avoidance of doubt, the Company does not accept any other instructions given on this request. Any other instructions inserted on this request will be void.

**Personal Information Collection Statement**

"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 mailing address.

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:

- By mail to: Data Privacy Officer  
Tricor Progressive Limited  
17/F, Far East Finance Centre  
16 Harcourt Road, Hong Kong
- By email to: [is-enquiries@hk.tricorglobal.com](mailto:is-enquiries@hk.tricorglobal.com)