



ASIA COMMERCIAL HOLDINGS LIMITED

冠亞商業集團有限公司*

(Incorporated in Bermuda with limited liability)

(Stock Code : 104)

6 February 2024

Dear Non-registered Holder,

Arrangement of Electronic Dissemination of Corporate Communications

Pursuant to the amended Rules Governing The Listing of Securities on The Stock Exchange of Hong Kong Limited (the “**Listing Rules**”) effective from 31 December 2023, the Company has adopted new arrangement to disseminate corporate communications (“**Corporate Communications**”) electronically. No printed copies of Corporate Communications will be mailed out to you except by request. 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 (<http://www.asiacommercialholdings.com>) and the website of The Stock Exchange of Hong Kong Limited (the “**Stock Exchange**”) at www.hkexnews.hk (the “**Website Version**”) in place of printed copies.

A notice of publication of the Website Version of a Corporate Communication, in both English and Chinese, will be sent by the Company to you by email or by post, only if your email address or postal address (as the case may be) are provided to the Company by your banks, brokers, custodians, nominee(s) or HKSCC Nominees Limited through which your Shares are held (collectively, the “Intermediaries”). In support of electronic communication by email, non-registered holders are recommended to provide their functional email addresses to their Intermediaries. If the Company does not receive your functional email address or postal address from your Intermediaries via HKSCC Nominees Limited, no notice of publication of the Website Version of a Corporate Communication will be sent to you.

We encourage you to access Corporate Communications of the Company in electronic form on the Company’s website. If you wish to receive printed copies of all future Corporate Communications, please complete and return the Request Form on the reverse side of this letter to the Company’s branch share registrar in Hong Kong (the “**Branch Share Registrar**”), Tricor Secretaries Limited, at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong or send an email to 104-ecom@hk.tricorglobal.com. Please note that the printed copy request will be valid unless being revoked or superseded or until expired on the last day of the following financial year of the Company (whichever is earlier).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 non-registered holder prefers to continue receiving printed copies of future Corporate Communications.

Should you have any queries relating to any of the above matters, please call the Branch Share Registrar’s telephone hotline at (852) 2980 1333 during business hours from 9:00 a.m. to 6:00 p.m. Monday to Friday, excluding public holidays or send an email to 104-ecom@hk.tricorglobal.com.

By the order of the Board
Asia Commercial Holdings Limited
Cheng Ka Chung
Company Secretary

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; and (g) a proxy form.

* For identification purposes only

Non-registered Holder's information (English name and Address):

REQUEST FORM

To: **Asia Commercial Holdings Limited**
(Stock Code: 104) (the "Company")
c/o Tricor Secretaries Limited
17/F, Far East Finance Centre
16 Harcourt Road, Hong Kong

REMINDER

As a non-registered holder, if you wish to receive Corporate Communications⁽¹⁾ pursuant to the Listing Rules, you should liaise with your bank(s), broker(s), custodian(s), nominee(s) or HKSCC Nominees Limited through which your shares are held (collectively, the "Intermediaries") and provide your email address to your Intermediaries.

I/We would like to receive the Corporate Communications of the Company in printed copy.

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

| | |
|--------------------------|---|
| <input type="checkbox"/> | To receive the printed English version ONLY for all future Corporate Communications; OR |
| <input type="checkbox"/> | To receive the printed Chinese version ONLY for all future Corporate Communications; OR |
| <input type="checkbox"/> | To receive the printed English and Chinese versions of all future Corporate Communications. |

Signature: _____

Date: _____

Name(s) (in English): _____
(Please use BLOCK LETTERS)

Name(s) (in Chinese) : _____
(Please use BLOCK LETTERS)

Contact Phone Number: _____

Postal Address: _____
(Please use ENGLISH BLOCK LETTERS)

Notes :

- "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.
- By completing and returning this Request Form to request for the printed copy of the current Corporate Communications, you have expressly indicated that you prefer to receive all future Corporate Communications of the Company in printed copy.
- This request will be valid unless being revoked or superseded 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 non-registered holder prefers to continue receiving printed copy of future Corporate Communications.

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 Secretaries Limited
17/F, Far East Finance Centre
16 Harcourt Road, Hong Kong

By email to: is-enquiries@hk.tricorglobal.com

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

No postage is necessary if posted in Hong Kong.

Mailing Label

Tricor Secretaries Limited
Freeport No. : 10 GPO
Hong Kong