



英皇鐘錶珠寶有限公司
EMPEROR WATCH & JEWELLERY LIMITED
(Incorporated in Hong Kong with limited liability)
(於香港註冊成立之有限公司)
(Stock Code 股份代號: 887)

Letter to non-registered shareholders - Election of means of receipt of Corporate Communications
致非登記股東 - 有關收取公司通訊方式之選擇

24 December 2020

Dear shareholder(s) ^(Note 1),

The following document(s) of Emperor Watch & Jewellery Limited (“Company”) has/have been prepared in English and Chinese in printed form and is/are available on the websites of the Company at <https://www.emperorwatchjewellery.com> and The Stock Exchange of Hong Kong Limited at <https://www.hkexnews.hk> :-

- **Circular dated 24 December 2020 in relation to (1) Continuing Connected Transactions 2020 – Master Leasing Agreements; and (2) Notice of Extraordinary General Meeting**

If you wish to (i) receive the above document(s) in printed copy; or (ii) change your means of receipt of all future Corporate Communications ^(note 2), please complete the Request Form overleaf and return it by fax at (852) 2861-1465 or by email at is-enquiries@hk.tricorglobal.com or by post to the Company’s Share Registrar, Tricor Secretaries Limited (“Share Registrar”) at Level 54, Hopewell Centre, 183 Queen’s Road East, Hong Kong. You may use the mailing label at the bottom of the Request Form and there is no need to affix any stamp if posted within Hong Kong. If your registered address is outside Hong Kong, please affix the requisite stamp.

Should you have any query relating to this letter and the Request Form, please call the Share Registrar dial-up hotline at tel: (852) 2980-1333 during business hours from 9:00 a.m. to 6:00 p.m. (Monday to Friday, excluding Hong Kong public holidays).

Yours faithfully,
Emperor Watch & Jewellery Limited

Notes:

- (1) This letter is addressed to non-registered shareholders of the Company, which means such person or company whose shares in the Company are held in The Central Clearing and Settlement System (CCASS) and who has notified the Company from time to time through Hong Kong Securities Clearing Company Limited that such person or company wishes to receive Corporate Communications. If you have sold or transferred your shares in the Company, please disregard this letter and the Request Form overleaf.
- (2) Corporate Communications include, but not limited to (a) directors’ report, annual accounts together with auditors’ report and, where applicable, summary financial report; (b) interim report and, where applicable, summary interim report; (c) notice of meeting; (d) circular; and (e) proxy form.

各位股東 (附註1):

英皇鐘錶珠寶有限公司 (「本公司」) 下述文件之印刷本已以中、英文版本編制亦於本公司之網站 (<https://www.emperorwatchjewellery.com>) 及香港聯合交易所有限公司之網站 (<https://www.hkexnews.hk>) 刊載 :-

- **日期為2020年12月24日有關 (1) 持續關連交易 – 2020年總租賃協議;及 (2) 股東特別大會通告之通函**

若閣下欲(i)索取上述文件之印刷本;或(ii)更改所選擇收取日後所有公司通訊(附註2)之方式,請填妥本函件背頁之要求表格,然後以傳真(852) 2861-1465或電郵 (is-enquiries@hk.tricorglobal.com) 或郵寄方式將要求表格送回本公司之股份過戶登記處「卓佳秘書商務有限公司」(「股份過戶登記處」),地址為香港皇后大道東183號合和中心54樓。倘若閣下於香港郵寄,可使用要求表格下方之「郵寄標籤」而毋須貼上郵票。若閣下之登記地址不在香港,則請貼上適當的郵票。

閣下如對本函件及要求表格有任何疑問,請於上午9時至下午6時(星期一至星期五,香港公眾假期除外)致電股份過戶登記處熱線(852) 2980-1333。

英皇鐘錶珠寶有限公司
謹啟

2020年12月24日

附註:

- (1) 此函件乃向本公司之非登記股東發出。非登記股東指該等持有本公司股份並存放於中央結算及交收系統的人士或公司,並已透過香港中央結算有限公司不時向本公司發出通知,表示該等人士或公司欲收取公司通訊。如閣下已經出售或轉讓所持有之本公司股份,則毋須理會本函件及背面的要求表格。
- (2) 「公司通訊」包括,但不限於:(a) 董事會報告、年度賬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) 會議通告;(d) 通函;及 (e) 委任代表表格。

Request Form 要求表格

(Please return by fax or by email or by post 請以傳真或電郵或郵寄回覆)

To: **Emperor Watch & Jewellery Limited** (“Company”) (Stock Code: 887) 致: **英皇鐘錶珠寶有限公司** (「本公司」) (股份代號: 887)
c/o Tricor Secretaries Limited (Share Registrar) 經卓佳秘書商務有限公司 (股份過戶登記處)
Level 54, Hopewell Centre 香港皇后大道東183號
183 Queen’s Road East, Hong Kong 合和中心54樓
(Fax No. : (852) 2861-1465) (傳真號碼 : (852) 2861-1465)
(email : is-enquiries@hk.tricorglobal.com) (電郵 : is-enquiries@hk.tricorglobal.com)

I/We would like to confirm my choice of receipt of the current and future Corporate Communications ^(Note 1) of the Company in the manner as indicated below:

本人/吾等欲以下列方式更改所選擇 貴公司是次及日後發佈之公司通訊(附註1):

Please tick the below box
請於下列方格內劃上「✓」號

To receive in **printed form** in both English and Chinese
以中、英文**印刷本**形式收取

Date : _____
日期 : _____

Signature(s) : _____
簽名 : _____

Contact telephone number
聯絡電話

Name(s) of Non-registered Shareholder(s) ^(Note 2)
非登記股東名稱(附註2)

Notes 附註:

- Corporate Communications include, but not limited to: (a) directors’ report, annual accounts together with auditors’ report and, where applicable, summary financial report; (b) interim report and, where applicable, summary interim report; (c) notice of meeting; (d) circular; and (e) proxy form.
「公司通訊」包括, 但不限於: (a) 董事會報告、年度賬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) 會議通告; (d) 通函; 及 (e) 委任代表表格。
- This Form is to be completed by non-registered shareholder(s) of the Company. Non-registered shareholder means such person or company whose shares in the Company are held in The Central Clearing and Settlement System (CCASS) and who has notified the Company from time to time through Hong Kong Securities Clearing Company Limited that such person or company wishes to receive Corporate Communications.
本表格是由本公司非登記股東填寫。非登記股東指該等持有本公司股份並存放於中央結算及交收系統的人士或公司, 並已透過香港中央結算有限公司不時向本公司發出通知, 表示該人士或公司欲收取公司通訊。
- The above instruction will apply to all Corporate Communications of the Company to be sent to you until you inform us otherwise by reasonable notice in writing.
上述指示將適用於本公司發出的所有公司通訊, 直至閣下另行按合理通知期以書面形式通知為止。
- For the avoidance of doubt, no additional instructions (other than those imprinted herein) written on this Request Form will be processed.
為免存疑, 任何在本回條寫上的額外指示(本回條上所印列之指示除外)將不予處理。

PERSONAL INFORMATION COLLECTION STATEMENT 收集個人資料聲明

- (i) “Personal Data” in these statements 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」具有香港法例第 486 章《個人資料(私隱)條例》(「《私隱條例》」)中「個人資料」的涵義。
- (ii) Your supply of Personal Data to the Company is on a voluntary basis. Failure to provide sufficient information may result in the Company being unable to process your instructions and/or requests as stated in this Form.
閣下向本公司所提供個人資料屬自願性質。若閣下未能提供足夠資料可能導致本公司無法處理閣下在本表格上所述的指示及/或要求。
- (iii) Your Personal Data may be disclosed or transferred by the Company to its subsidiaries, its share registrar, and/or other companies or bodies for any of the stated purposes, and retained for such period as may be necessary for our verification and record purposes.
本公司可就任何所說明的用途, 將閣下的個人資料披露或轉移給本公司的附屬公司、股份過戶登記處、及/或其他公司或團體, 並將在適當期間保留該等個人資料作核實及紀錄用途。
- (iv) 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 should be in writing to the Personal Data Privacy Officer of the Share Registrar.
閣下有權根據《私隱條例》的條文查閱及/或修改閣下的個人資料。任何該等查閱及/或修改個人資料的要求均須以書面方式向股份過戶登記處之私隱主任提出。

閣下寄回此表格時, 請將右列郵寄標籤剪貼於信封上。
如在本港投寄毋須貼上郵票, 否則請貼上適當的郵票。
Please cut the mailing label on the right and stick it on an envelope to return this Form to us.
No postage stamp necessary if posted in Hong Kong, otherwise, please affix an appropriate stamp.

✕

郵寄標籤 MAILING LABEL

卓佳秘書商務有限公司
Tricor Secretaries Limited
簡便回郵號碼 Freepost No.37
香港 Hong Kong