



**JINHUI HOLDINGS COMPANY LIMITED**  
**金輝集團有限公司**

*(Incorporated in the Hong Kong with limited liability)*

**(Stock Code: 137)**

Date as postmarked

Dear Registered Shareholder(s),

**Jinhui Holdings Company Limited (the “Company”)**

**Notice of Publication of Circular together with Notice of General Meeting and Proxy Form (the “Current Corporate Communication”)**

The English and Chinese versions of the Company’s Current Corporate Communication are available on the website of the Company at [www.jinhuiship.com](http://www.jinhuiship.com) and the website of Hong Kong Exchanges and Clearing Limited (the “HKEx”) at [www.hkexnews.hk](http://www.hkexnews.hk) respectively (the “Website Version”). If you have elected to receive the Corporate Communications in printed form, the printed copies of the Current Corporate Communication are enclosed. In support of environmental protection and increase efficiency in communication with the Company’s shareholders, the Company recommends you to access the Website Version of the Current Corporate Communication and all future Corporate Communications.

Corporate Communication(s) means any document(s) issued or to be issued by the Company for the information or action of any holders of its securities as defined in Rule 1.01 of the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited, including but not limited to (i) directors’ reports, its annual accounts together with a copy of the auditors’ reports and, where applicable, its summary financial reports; (ii) interim reports and, where applicable, its summary interim reports; (iii) notices of meetings; (iv) listing documents; (v) circulars; and (vi) proxy forms.

If you would like to receive the Current Corporate Communication in (i) printed form; and/or (ii) change your choice of means of receiving all future Corporate Communications, please complete, sign and return the enclosed Change Request Form (i) by post using the pre-paid mailing label provided; (ii) by hand to the Company c/o share registrar in Hong Kong, Tricor Standard Limited (the “Share Registrar”), at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong or (iii) by email to [137-ecom@hk.tricorglobal.com](mailto:137-ecom@hk.tricorglobal.com). You may use the mailing label at the bottom of the Change Request Form and you need not affix any stamp if posted within Hong Kong. Otherwise, please affix an appropriate stamp.

You have the right at any time by serving reasonable prior notice in writing to the Company Share Registrar at the above address by mail or by sending an email to [137-ecom@hk.tricorglobal.com](mailto:137-ecom@hk.tricorglobal.com) to change the choice of means of receipt of the Corporate Communications.

Even if you have elected (or are deemed to have consented) the Website Version but for any reason have difficulty in receiving or gaining access to the Corporate Communications in the Website Version or intend to receive the printed form in English and Chinese versions, the Company or the Share Registrar will, upon receipt of your written request by mail (at the above address) or by email at [137-ecom@hk.tricorglobal.com](mailto:137-ecom@hk.tricorglobal.com), promptly send the Corporate Communications in English and Chinese versions to you free of charge.

Please note that printed copies of all future Corporate Communications will be available from the Company or its Share Registrar upon request and the Website Version of all Corporate Communications (in both English and Chinese versions) will also be available on the website of the Company at [www.jinhuiship.com](http://www.jinhuiship.com) and the website of the HKEx at [www.hkexnews.hk](http://www.hkexnews.hk).

Should you have any queries in relation to this above arrangement, please call the enquiry hotline of the 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.

Yours faithfully,  
By Order of the Board  
**Jinhui Holdings Company Limited**  
**Ho Suk Lin**  
Company Secretary

## Change Request Form 變更申請表格

To: **Jinhui Holdings Company Limited (the “Company”)**  
(Stock Code: 137)  
c/o Tricor Standard Limited  
17/F, Far East Finance Centre  
16 Harcourt Road, Hong Kong

致：金輝集團有限公司(「本公司」)  
(股份代號：137)  
經卓佳標準有限公司  
香港夏慤道16號  
遠東金融中心17樓

**You do NOT need to complete this Change Request Form if you have received the document(s) in the manner you want.**  
倘閣下收到文件之送遞方式符合閣下之意願，則毋須填寫本變更申請表格。

Part A - To request the printed version 索取印刷本  
甲部 (Please “✓” appropriate box(es) 請於適當之空格加上「✓」號)

I/We would like to receive printed copies of the Current Corporate Communication (in both English and Chinese versions)  
本人／吾等希望收取本次公司通訊之英文及中文版本之印刷本

Part B – To change the choice of means of receiving Corporate Communications<sup>(i)</sup>  
乙部 變更選取公司通訊<sup>(i)</sup>之收取方式

I/We would like to receive all future Corporate Communications in the manner as indicated below:  
本人／吾等希望以下列方式收取所有日後公司通訊：

(Please mark **ONLY ONE** (✓) of the following boxes)  
(請從下列選擇中，僅在其中一個空格內劃上「✓」號)

- To receive all future Corporate Communications in printed form (in both English and Chinese versions) (the “**Printed Version**”); or  
收取所有日後公司通訊之英文及中文版本之印刷本(「**印刷本**」); 或
- To read all future Corporate Communications published on the website of the Company using electronic means (the “**Website Version**”) instead of receiving Printed Version, and to receive email notification of publication of the Corporate Communications on the website of the Company to my/our email address at \_\_\_\_\_, or in the event that no email address is provided, to receive printed notification at the address as appearing in the Company’s register of members.  
以電子形式閱覽登載在本公司網站之所有日後公司通訊(「**網上版本**」)，以代替收取印刷本，並按本人／吾等電郵地址  
\_\_\_\_\_收取有關公司通訊已於本公司網站登載之電郵通知，或倘無提供電郵地址，則收取寄至存置於本公司股東名冊上所示地址之通知函印刷本。

Name (s) of Shareholder(s)<sup>(ii)</sup>  
股東姓名<sup>(ii)</sup> \_\_\_\_\_

Signature  
簽名 \_\_\_\_\_

(Please use **BLOCK LETTERS** 請用正楷填寫)

Address<sup>(ii)</sup>  
地址<sup>(ii)</sup> \_\_\_\_\_

(Please use **BLOCK LETTERS** 請用正楷填寫)

Contact telephone number  
聯絡電話號碼 \_\_\_\_\_

Date  
日期 \_\_\_\_\_

- (i) Corporate Communication(s) means any document(s) issued or to be issued by the Company for the information or action of holders of any of its securities, including but not limited to (i) directors’ reports, its annual accounts together with a copy of the auditors’ reports and, where applicable, its summary financial reports; (ii) interim reports and, where applicable, its summary interim reports; (iii) notices of meetings; (iv) listing documents; (v) circulars; and (vi) proxy forms.  
公司通訊指本公司發出或將予發出以供其任何證券持有人參照或採取行動之任何文件，其中包括但不限於(i)董事會報告、年度賬目連同核數師報告及(如適用)財務摘要報告；(ii)中期報告及(如適用)中期摘要報告；(iii)會議通告；(iv)上市文件；(v)通函；及(vi)委任代表表格。
- (ii) You are required to fill in the details if you download this Change Request Form from the websites of the Company or Hong Kong Exchanges and Clearing Limited.  
倘若閣下從本公司或香港交易及結算所有限公司之網站下載本變更申請表格，請必須填上有關資料。

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



Please cut the mailing label and stick it on an envelope to return this Change Request Form to us.  
No postage stamp is required if posted in Hong Kong

閣下寄回此變更申請表格時，請將郵寄標籤剪貼於信封上。  
如在本港投寄毋須貼上郵票

### Mailing Label 郵寄標籤

Tricor Standard Limited  
卓佳標準有限公司  
Freepost No.簡便回郵號碼：10 GPO  
Hong Kong 香港

Notes:

附註：

1. Please complete all your details clearly. For the avoidance of doubt, we do not accept any additional instructions on this Change Request Form.  
請閣下清楚填妥所有資料。為免存疑，本公司將不會處理任何於本變更申請表格上之額外指示。
2. 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 on this Change Request Form in order to be valid.  
如屬聯名股東，則本變更申請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之股東簽署，方為有效。
3. The above instruction will apply to all future Corporate Communications to be sent to you until you inform Tricor Standard Limited (“Share Registrar”) at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong by reasonable notice in writing or sending an email to 137-ecom@hk.tricorglobal.com.  
上述指示適用於將來寄發予閣下之所有公司通訊，直至閣下以合理書面通知卓佳標準有限公司(「股份過戶登記處」)(地址為香港夏愨道16號遠東金融中心17樓)或發送電郵至137-ecom@hk.tricorglobal.com為止。
4. You have the right at any time by reasonable notice in writing to the Share Registrar at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong or sending email to 137-ecom@hk.tricorglobal.com to change the choice of means of receipt of the Corporate Communications.  
閣下有權隨時以合理書面通知股份過戶登記處(地址為香港夏愨道16號遠東金融中心17樓)或發送電郵至137-ecom@hk.tricorglobal.com，以變更公司通訊之收取方式之選擇。
5. Any Change Request Form with no box marked (✓), no signature or any other errors during completion will be void.  
如於本變更申請表格未有作出選擇、或未有簽署、或於其他方面填寫不正確，則本變更申請表格將會作廢。

#### PERSONAL INFORMATION COLLECTION STATEMENT

“Personal Data” in this statement has the same meaning as “personal data” in the Personal Data (Privacy) Ordinance, Chapter 486 of the Laws of Hong Kong (“PDPO”). Your supply of Personal Data to the Company is on a voluntary basis. Failure to provide the Personal Data may result in the Company being unable to process your instructions and/or requests given on this form. Your Personal Data will not be disclosed or transferred to any party outside the Company or its Share Registrar in Hong Kong unless it is required by law, and will be retained for such period as may be necessary for our record and verification purposes. You have the right to request for access to and/or correction of your Personal Data in accordance with the provisions of the PDPO. Any such request should be in writing to the Company’s Share Registrar in Hong Kong at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong.

#### 收集個人資料聲明

本聲明中之「個人資料」相等於《個人資料(私隱)條例》(香港法例第486章)(「《私隱條例》」)所定義之「個人資料」。閣下之個人資料是自願提供。惟若閣下未能提供個人資料，可能導致本公司無法處理閣下於本表格上之指示及/或要求。除按法例規定外，閣下個人資料將不會被披露予或傳送至本公司或其香港股份過戶登記處以外之人士，並將在所需期間保留作記錄及核實用途。閣下有權按照《私隱條例》要求查閱及/或更正個人資料。有關要求均須以書面通知本公司之香港股份過戶登記處(地址為香港夏愨道16號遠東金融中心17樓)。