



SHOUCHENG HOLDINGS

首程控股有限公司
SHOUCHENG HOLDINGS LIMITED

(Incorporated in Hong Kong with limited liability)

(於香港註冊成立之有限公司)

(Stock Code: 697)

(股份代號：697)

26 April 2021

Dear Non-Registered Holders of securities of Shoucheng Holdings Limited (the “Company”),

Notification of publication of 2020 Annual Report and the Circular relating to Proposals for General Mandates to Issue and Buy Back Shares, Re-election of Retiring Directors and Appointment of Directors and Notice of Annual General Meeting* (collectively the “Documents”)

We hereby notify you that the Documents, in both English and Chinese, are now available on the Company’s website at www.shouchengholdings.com and the website of Hong Kong Exchanges and Clearing Limited (“HKEx”) at www.hkexnews.hk.

You may access the Documents by clicking “Financial Reports” and “Circulars” under “Investors” section on the homepage of the Company’s website.

The 2020 Environmental, Social and Governance Report, published in electronic form only, is also available on the Company’s website under “Responsibility” section on the homepage and the website of HKEx.

If you wish to receive printed copies of the Documents, please complete the Request Form on the reverse side of this notification and return it to the Company’s share registrar, Tricor Tengis Limited, by post using the mailing label provided. The printed copies of the Documents will be sent to you free of charge upon receipt of your request.

Please note that by completing and returning the Request Form to request for the printed copies of the Documents, you will expressly indicate that you prefer to receive all future corporate communications of the Company in printed form.

Should you have any queries relating to this notification, please contact Customer Service Hotline of Tricor Tengis Limited at (852) 2980 1333 from 9:00 a.m. to 5:00 p.m., Monday to Friday (excluding public holidays).

Yours faithfully,
For and on behalf of
Shoucheng Holdings Limited
Zhao Tianyang
Chairman

* The annual general meeting of the Company will be held at 10:00 a.m. on Friday, 28 May 2021 at Shougang Qiaomengyuan, 68 Shijingshan Road, Shijingshan District, Beijing, China.

致首程控股有限公司(「本公司」)證券之非登記持有人：

登載2020年年報及有關建議發行及回購股份之一般性授權、重選退任董事及委任董事及股東周年大會*通告之通函(「該等文件」)之通知

我現謹通知閣下，該等文件之英文及中文版，現已登載於本公司網站www.shouchengholdings.com及香港交易及結算所有限公司(「香港交易所」)網站www.hkexnews.hk。

閣下可於本公司網站首頁按「投資者」一欄下的「財務報告」及「通函」，閱覽及接收該等文件。

僅以電子形式發佈的2020年環境、社會及管治報告亦已於本公司網站於首頁「社會責任」一欄下及香港交易所網站登載。

倘閣下擬收取該等文件之印刷本，請填妥本通知背面之申請表格及利用郵寄標籤寄回本公司之股份過戶登記處—卓佳登捷時有限公司。在接獲閣下的申請後，該等文件之印刷本將免費發送予閣下。

請注意，倘閣下填寫及寄回申請表格以索取該等文件之印刷本，即表示閣下確認擬收取本公司日後刊發之所有公司通訊之印刷本。

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時至下午5時致電卓佳登捷時有限公司客戶服務熱線，電話號碼為(852) 2980 1333。

代表
首程控股有限公司
趙天陽
主席
謹啟

2021年4月26日

* 本公司股東周年大會將於2021年5月28日(星期五)上午10時正假座中國北京市石景山區石景山路68號首鋼僑夢苑舉行。

Request Form 申請表格

To: **Shoucheng Holdings Limited (the “Company”)**
c/o Tricor Tengis Limited
Level 54, Hopewell Centre
183 Queen’s Road East, Hong Kong

致： **首程控股有限公司 (「公司」)**
由卓佳登捷時有限公司轉交
香港皇后大道東183號
合和中心54樓

I/We would like to receive the printed copies of 2020 Annual Report and the Circular relating to Proposals for General Mandates to Issue and Buy Back Shares, Re-election of Retiring Directors and Appointment of Directors and Notice of Annual General Meeting (collectively the “Documents”) and all future corporate communications of the Company in printed form.
本人／吾等要求索取2020年年報及有關建議發行及回購股份之一般性授權、重選退任董事及委任董事及股東周年大會通告之通函 (「該等文件」) 及 貴公司日後刊發之所有公司通訊之印刷本。

Signature:

簽署：

Date:

日期：

Name:

姓名：

(English 英文)

(Chinese 中文)

(in block letters 以正楷填寫)

Contact Phone Number:

聯絡電話：

Notes:

註：

- The annual general meeting of the Company will be held at 10:00 a.m. on Friday, 28 May 2021 at Shougang Qiaomengyuan, 68 Shijingshan Road, Shijingshan District, Beijing, China.
本公司股東周年大會將於2021年5月28日(星期五)上午10時正假座中國北京市石景山區石景山路68號首鋼僑夢苑舉行。
- Corporate communications refer to any documents issued or to be issued by the Company for information or action of holders of securities of the Company, including but not limited to annual report, interim report, listing document, circular, notice of meeting and proxy form.
公司通訊指由公司發出或將予發出以供公司證券持有人參照或採取行動之任何文件，其中包括但不限於年報、中期報告、上市文件、通函、會議通告及代表委任表格。
- By completing and returning this Request Form to request for the printed copies of the Documents, you have expressly indicated that you prefer to receive all future corporate communications of the Company in printed form.
倘閣下填寫及寄回申請表格以索取該等文件之印刷本，即表示閣下確認擬收取公司日後刊發之所有公司通訊之印刷本。

(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 Request Form to us.

No postage stamp is required for local mailing.

倘閣下寄回此申請表格，請將此郵寄標籤剪貼於信封上。
如在本港投寄，閣下無需支付郵費或貼上郵票。

Mailing Label 郵寄標籤

Tricor Tengis Limited
卓佳登捷時有限公司
Freepost No. 簡便回郵號碼: 37
Hong Kong 香港
Shoucheng (697)