



# TSIT WING INTERNATIONAL HOLDINGS LIMITED

## 捷榮國際控股有限公司\*

(Incorporated in the Bermuda with limited liability)

(Stock Code: 2119)

28 December 2023

Dear Shareholder(s),

### ELECTION OF MEANS OF RECEIPT OF CORPORATE COMMUNICATIONS

Pursuant to the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong and the Amended and Restated Bye-laws of Tsit Wing International Holdings Limited (the “**Company**”), the Company offers its Shareholders the choice to receive Corporate Communications: (i) in printed form in bilingual in English and Chinese; or (ii) by electronic means through the Company’s group website.

“**Corporate Communications**” includes any document issued or to be issued by the Company for your information or action, including but not limited to, directors’ report, annual accounts together with a copy of the auditors’ report, interim report, the notice of meeting, listing document, circular and proxy form.

You are entitled to change your election of means of receipt of future Corporate Communications at any time by serving reasonable written notice: (i) through the Company’s share registrar in Hong Kong, Tricor Investor Services Limited (the “**Share Registrar**”), at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong, or (ii) by email to [2119-ecom@hk.tricorglobal.com](mailto:2119-ecom@hk.tricorglobal.com), in either way, specifying your name, telephone number, address and the request.

Also, notwithstanding that you may have elected (or are deemed to have elected) to access all Corporate Communications by electronic means but for any reason have difficulty in receiving or gaining access to the Corporate Communications, you will, upon your request in writing or by email to [2119-ecom@hk.tricorglobal.com](mailto:2119-ecom@hk.tricorglobal.com) to the Company c/o the Share Registrar, be sent the latest Corporate Communication(s) in printed form free of charge within reasonable time. Printed notification will be sent to you by post at your address as appearing on our register of members maintained by the Share Registrar or at any other address you have provided to us for such purpose.

Printed copy of Corporate Communications will be available from the Share Registrar on request, and electronic copy will be available on the Company’s group website at [www.twcoffee.com](http://www.twcoffee.com) and HKExnews website at [www.hkexnews.hk](http://www.hkexnews.hk).

#### **ACTION TO BE TAKEN**

Please tick the appropriate box in the enclosed Reply Form, sign and return it to the Share Registrar by post using the freepost mailing label provided at the bottom of the Reply Form (if posted in Hong Kong) on or before 31 January 2024 (the “**Relevant Date**”).

**If we do not receive the duly completed and signed Reply Form by the Relevant Date, you will be deemed to have elected to access all Corporate Communications by electronic means through the Company’s group website until you otherwise inform us by reasonable notice in writing.**

Should you have any queries relating to this letter or the above arrangements, please call the Share Registrar’s Customer Service hotline at (852) 2980 1333 during business hours (9:00 a.m. to 5:00 p.m., Monday to Friday, excluding Hong Kong public holidays).

Yours faithfully,

For and on behalf of

**Tsit Wing International Holdings Limited**

**Fan Yee Man**

*Executive Director and Company Secretary*

\* For identification purpose only

