



# 九龍建業有限公司 KOWLOON DEVELOPMENT COMPANY 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: 34)

## NOTIFICATION LETTER 通知信函

26 April 2024

Dear non-registered shareholder(s)<sup>(Note 1)</sup>,

Kowloon Development Company Limited (the "Company")

– Notice of Publication of (1) Annual Report 2023; (2) Circular dated 26 April 2024 together with Notice of Annual General Meeting (collectively the "Current Corporate Communications"); and (3) Environmental, Social and Governance Report 2023 (the "ESG Report 2023")

### Notice of publication of Current Corporate Communications

The Company's Annual General Meeting will be held at 9th Floor, Pioneer Centre, 750 Nathan Road, Kowloon, Hong Kong on Wednesday, 5 June 2024 at 10:00 a.m. (Hong Kong time). The Current Corporate Communications of the Company have been published in English and Chinese languages and are available on the website of The Stock Exchange of Hong Kong Limited ("HKEXnews") at [www.hkexnews.hk](http://www.hkexnews.hk) and the website of the Company at [www.kdc.com.hk](http://www.kdc.com.hk). You may access the Current Corporate Communications from the Company's website by clicking the relevant subjects under the "Investor Relations" section.

### Request for Current Corporate Communications in printed form

If you have any difficulty in receiving or gaining access to the Current Corporate Communications posted on the Company's website for any reason, please send your request (specifying your name, address and request) by email at [kowloondevelopment.com@computershare.com.hk](mailto:kowloondevelopment.com@computershare.com.hk) or by notice in writing by post or by completing, signing and returning the Reply Form printed on the reverse side (the "Reply Form") to the Company's Hong Kong share registrar (the "Share Registrar"), Computershare Hong Kong Investor Services Limited, at 17M Floor, Hopewell Centre, 183 Queen's Road East, Wan Chai, Hong Kong. The Company will promptly upon receipt of your request send the Current Corporate Communications to you in printed form free of charge.

### Electronic contact details with Intermediaries (defined below)

As a non-registered shareholder, if you wish to receive future Corporate Communications<sup>(Note 2)</sup> from the Company 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. If the Company does not receive your functional email address from the Intermediaries, until such time that the functional email address is provided to the Intermediaries, you may (i) be unable to receive any email notifications regarding the publication of Corporate Communications; and (ii) need to proactively check the website of the Company and the website "HKEXnews" to keep up with the publication of Corporate Communications.

If you wish to receive the future Corporate Communications in printed form, please send your request (specifying your name, address and request of receiving the Corporate Communications in printed form) by email at [kowloondevelopment.com@computershare.com.hk](mailto:kowloondevelopment.com@computershare.com.hk) or by notice in writing by post or by completing, signing and returning the Reply Form to the Share Registrar.

### Notice of publication of ESG Report 2023

The Company's ESG Report 2023 has been published in English and Chinese languages and in electronic form only on the website of the Company and the website "HKEXnews". You may access the Report from the Company's website by clicking the relevant subject of "Environmental, Social and Governance" under the "Investor Relations" section.

Should you have any queries relating to this letter, please contact the Share Registrar at (852) 2862 8688 during business hours from 9:00 a.m. to 6:00 p.m. (Hong Kong time), Mondays to Fridays, excluding Hong Kong public holidays.

Yours faithfully,  
For and on behalf of the Board  
Kowloon Development Company Limited  
Tse Wah Ting, Wendy  
Company Secretary

### Notes:

- This letter is addressed to non-registered shareholders. A "non-registered shareholder" means such person or company whose shares 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 Reply Form on the reverse side.
- Corporate Communications refer to any documents 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 (a) the directors' report, 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) a notice of meeting; (d) a listing document; (e) a circular and (f) a proxy form.

各位非登記股東<sup>(附註1)</sup>:

九龍建業有限公司(「本公司」)

– (1) 2023年報; (2) 刊發日期為二零二四年四月二十六日之通函連同股東週年大會之通告(統稱「本次公司通訊文件」)及(3) 2023環境、社會及管治報告之發布通知

### 本次公司通訊文件之發布通知

本公司將於2024年6月5日(星期三)上午十時正(香港時間)假座香港九龍彌敦道750號始創中心9樓舉行股東週年大會。本公司的本次公司通訊文件備有中、英文版本,均已上載於香港聯合交易所有限公司(「披露易」)網站[www.hkexnews.hk](http://www.hkexnews.hk)及本公司網站[www.kdc.com.hk](http://www.kdc.com.hk)。閣下可於本公司網站「投資者關係」項下相關的標題閱覽本次公司通訊文件。

### 要求本次公司通訊文件之印刷本

閣下若因任何理由以致在收取或接收載於本公司網址上的本次公司通訊文件出現困難,閣下可將要求(請註明閣下的姓名、地址及要求)以電郵方式發送到本公司之電郵地址[kowloondevelopment.com@computershare.com.hk](mailto:kowloondevelopment.com@computershare.com.hk),或以書面方式郵寄,或透過填妥、簽署及交回本函背頁之回條(「回條」)致本公司的香港股份過戶登記處(「股份過戶處」)香港中央證券登記有限公司,地址為香港灣仔皇后大道東183號合和中心17M樓。本公司在收到閣下要求後,將盡快向閣下免費發送有關本次公司通訊文件的印刷本。

### 電子聯絡資料予中介公司(定義如下)

作為非登記股東,如有意根據《上市規則》收取未來的公司通訊<sup>(附註2)</sup>,閣下應聯絡代閣下持有股份的銀行、經紀、託管商、代理人或香港中央結算(代理人)有限公司(統稱「中介公司」),並向閣下的中介公司提供閣下的電郵地址。如果本公司沒有從中介公司收到閣下的有效電郵地址,直至有效的電郵地址被提供予中介公司前,閣下將(i)無法收到任何有關發布公司通訊的電郵通知;及(ii)需要主動查看本公司網站和「披露易」網站以掌握公司通訊的發布。

若閣下希望收取未來的公司通訊之印刷本,請閣下將要求(請註明閣下的姓名、地址及收取公司通訊印刷本之要求)以電郵方式發送到本公司之電郵地址[kowloondevelopment.com@computershare.com.hk](mailto:kowloondevelopment.com@computershare.com.hk),或以書面方式郵寄,或透過填妥、簽署及交回回條予股份過戶處。

### 2023環境、社會及管治報告之發布通知

本公司2023環境、社會及管治報告備有中、英文版本及僅以電子形式已上載於本公司網站及「披露易」網站。閣下如欲查閱該報告,可於本公司網站「投資者關係」項下「環境、社會及管治」相關的標題下閱覽。

如閣下對本函件有任何疑問,請於辦公時間星期一至五(香港公眾假期除外)上午9時正至下午6時正(香港時間)其間致電股份過戶處(852) 2862 8688查詢。

二零二四年四月二十六日

### 附註:

- 此函件乃向本公司之非登記股東發出。「非登記股東」指股份存放於中央結算及交收系統(中央結算系統)的人士或公司,透過香港中央結算有限公司不時向本公司發出通知,表示欲收取公司通訊。若閣下已經售出或轉讓所持有之本公司股份,則無需理會本函件及背頁之回條。
- 公司通訊是指本公司發出或將予發出以供其任何證券的持有人參照或採取行動的任何文件,其中包括但不限於(a)董事會報告、本公司的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)上市文件;(e)通函及(f)代表委任表格。

代表董事會  
九龍建業有限公司  
公司秘書  
謝華婷  
謹啟

**REPLY FORM 回條**

**To: Computershare Hong Kong Investor Services Limited**  
(the "Share Registrar")  
17M Floor, Hopewell Centre,  
183 Queen's Road East, Wanchai, Hong Kong

**致: 香港中央證券登記有限公司**  
(「股份過戶處」)  
香港灣仔皇后大道東 183 號  
合和中心 17M 樓

**REMINDER 提示**

As a non-registered shareholder, if you wish to receive Corporate Communications\* of the following listed company (the "Company") 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 in the capital of the Company are held (collectively, the "Intermediaries") and provide your email address to your Intermediaries.

作為非登記股東，如閣下有意根據《上市規則》收取以下上市公司（「該公司」）之公司通訊\*，閣下應聯絡代閣下持有該公司股本中之股份的銀行、經紀、託管商、代理人或香港中央結算（代理人）有限公司（統稱「中介公司」），並向閣下的中介公司提供閣下的電郵地址。

**Request for Corporate Communications\* in printed form / 要求收取公司通訊\*之印刷本**

(Please mark "✓" in the below box if applicable) (如適用，請在以下方格內填上「✓」號)

Name of Listed Company: **Kowloon Development Company Limited**  
上市公司名稱: **九龍建業有限公司**

I/we would like to receive (1) Current Corporate Communications and (2) all future Corporate Communications\* in printed form.  
本人 / 吾等欲收取 (1) 本次公司通訊文件及 (2) 所有未來公司通訊\*之印刷本。

Name(s) of non-registered shareholder(s):  
非登記股東姓名:

Signature(s):  
簽署:

(Please use ENGLISH BLOCK LETTERS 請用英文正楷填寫)

Contact Phone Number:  
聯絡電話號碼:

Date:  
日期:

**Notes:****附註:**

1. This letter is addressed to non-registered shareholder(s). A non-registered shareholder means such person or company whose shares 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\*.

此函件乃向非登記股東發出。非登記股東指股份存放於中央結算及交收系統（中央結算系統）的人士或公司，已透過香港中央結算有限公司不時向該公司發出通知，表示欲收取公司通訊\*。

2. Please complete all your details clearly.  
請閣下清楚填寫所有資料。

3. This Reply Form with no box marked (✓), or with no signature or otherwise incorrectly completed will be void.  
未有在方格內填上「✓」號，或未有簽署，或填寫不正確，則此回條將會作廢。

4. For the avoidance of doubt, the Company will not deal with any other instructions given on this Reply Form.  
為免存疑，在此回條上給予的任何其他指示，該公司將不予處理。

\* Unless otherwise specified, Corporate Communications refer to any documents 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 the annual report, interim report, notice of meeting, listing document, circular and proxy form.  
除非另有註明，公司通訊乃指該公司發出或將予發出以供其任何證券的持有人參照或採取行動的任何文件，其中包括但不限於年報、中期報告、會議通告、上市文件、通函及代表委任表格。

**PERSONAL INFORMATION COLLECTION STATEMENT****收集個人資料聲明**

- (i) "Personal Data" in this statement has the same meaning as "personal data" in the Personal Data (Privacy) Ordinance ("PDPO") (Chapter 486 of the Laws of Hong Kong).  
此聲明中所指的「個人資料」與《個人資料（私隱）條例》（「《私隱條例》」）（香港法例第 486 章）中的「個人資料」具相同涵義。
- (ii) Your Personal Data provided in this Reply Form will be used in connection with the Company's electronic dissemination of Corporate Communications\*. Your supply of Personal Data to the Company is on a voluntary basis. In case of failure to provide sufficient information, the Company may not be able to process your instructions and/or requests as stated in this Reply Form.  
閣下於此回條所提供的個人資料將用於有關該公司透過電子方式發布公司通訊\*的事宜上。閣下是自願向該公司提供個人資料。若閣下未能提供足夠資料，該公司可能無法處理閣下在此回條上所述的指示及 / 或要求。
- (iii) Your Personal Data may be disclosed or transferred by the Company to its subsidiaries, the Share Registrar, and/or other companies or bodies for any of the stated purposes, or when it is required to do so by law and will be retained for such period as may be necessary for our verification and record purposes.  
該公司可就任何所說明的用途或在法例規定的情況下，將閣下的個人資料披露或轉移予該公司的附屬公司、股份過戶處、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 should be in writing, by mail to the Privacy Officer of the Share Registrar at 17M Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong or by email at [PrivacyOfficer@computershare.com.hk](mailto:PrivacyOfficer@computershare.com.hk).  
閣下有權根據《私隱條例》的條文要求查閱及 / 或修改閣下的個人資料。任何該等要求均須以書面方式郵寄至股份過戶處（地址為香港灣仔皇后大道東 183 號合和中心 17M 樓）向私隱主任提出，或發送電郵至 [PrivacyOfficer@computershare.com.hk](mailto:PrivacyOfficer@computershare.com.hk)。

**Mailing Label 郵寄標籤**

Computershare Hong Kong Investor Services Limited  
香港中央證券登記有限公司  
Freepost No. 簡便回郵號碼: 37  
Hong Kong 香港

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

No postage is necessary if posted in Hong Kong.

當閣下寄回此回條時，請將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。