



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)

15 September 2023

Dear Registered Shareholders,

**Notification of publication of 2023 Interim Report (the “Document”)**

We hereby notify you that the Document, in both English and Chinese, is now available on the website of Shoucheng Holdings Limited (the “Company”) at [www.shouchengholdings.com](http://www.shouchengholdings.com) and the website of Hong Kong Exchanges and Clearing Limited (“HKEx”) at [www.hkexnews.hk](http://www.hkexnews.hk). You may access the Document by clicking “Financial Reports” under “Investors” section on the homepage of the Company’s website, or a printed copy of the Document is enclosed according to our agreed arrangement (if applicable).

You may at any time choose to receive Corporate Communications <sup>(Note)</sup> free of charge either in printed form or via the Company’s website (“Website Version”).

Even if you have chosen (or are deemed to have agreed) to receive all the Corporate Communications in Website Version but for any reason you have difficulty in receiving or gaining access to the Website Version of the Document or would like to receive a printed copy of the Document, please complete Part A of the Change Request Form on the reverse side of this letter and sign and return it by using the enclosed mailing label (no need to affix a stamp if posted in Hong Kong; otherwise, please affix an appropriate stamp) to the Company’s share registrar, Tricor Tengis Limited (the “Share Registrar”), at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong. The Change Request Form may also be downloaded from the website of the Company or HKEx. The Company will promptly upon your request send the Document to you in printed form free of charge.

If you would like to change the choice of means of receipt of all future Corporate Communications, please complete Part B of the Change Request Form and sign and return it to the Share Registrar at the abovementioned address by using the enclosed mailing label.

Should you have any queries relating to this letter, please contact the Share Registrar at (852) 2980 1333 during business hours (9:00 a.m. to 5:00 p.m. from Monday to Friday, excluding Hong Kong public holidays) or send an email to [shoucheng-ecom@hk.tricorglobal.com](mailto:shoucheng-ecom@hk.tricorglobal.com).

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

Note: “Corporate Communications” refer to any documents issued or to be issued by the Company for the information or action of holders of any of the Company’s 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) notice of meeting; (d) listing document; (e) circular; (f) proxy form; and (g) reply slip.

致登記股東：

**登載2023年中期報告（「該文件」）之通知**

我現謹通知閣下，該文件之英文及中文版，現已登載於首程控股有限公司（「本公司」）網站[www.shouchengholdings.com](http://www.shouchengholdings.com)及香港交易及結算有限公司（「香港交易所」）網站[www.hkexnews.hk](http://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」瀏覽該文件，或本公司已按閣下同意的安排（如適用）附上該文件的印刷本。

閣下可隨時選擇收取公司通訊<sup>(附註)</sup>的印刷本，費用全免，或透過本公司網站收取公司通訊（「網上版本」）。

儘管閣下已選擇（或被視為已同意）收取所有公司通訊的網上版本，惟因任何原因以致閣下收取或接收該文件的網上版本出現困難或欲收取該文件的印刷本，請填妥本函背面的更改申請表格的甲部，並於簽署後使用隨附的郵寄標籤（如在香港投寄，毋須貼上郵票；否則，請貼上適當的郵票）寄回本公司之股份過戶登記處，卓佳登捷時有限公司（「股份登記處」）（地址為香港夏慤道16號遠東金融中心17樓）。更改申請表格亦可於本公司網站或香港交易所網站內下載。本公司將應閣下的要求盡快向閣下發送該文件的印刷本，費用全免。

閣下如欲更改日後所有公司通訊的收取方式，請填妥更改申請表格的乙部，並於簽署後使用隨附的郵寄標籤寄回股份登記處，地址如上。

閣下如有任何與本函有關的疑問，請在辦公時間內致電股份登記處(852) 2980 1333，辦公時間為星期一至星期五（香港公眾假期除外）上午9時正至下午5時正，或發送電郵至[shoucheng-ecom@hk.tricorglobal.com](mailto:shoucheng-ecom@hk.tricorglobal.com)。

代表  
首程控股有限公司  
趙天陽  
主席  
謹啟

2023年9月15日

附註：「公司通訊」指由本公司發出或將予發出以供本公司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、年度賬目連同核數師報告及財務摘要報告（如適用）；(b)中期報告及中期摘要報告（如適用）；(c)會議通告；(d)上市文件；(e)通函；(f)代表委任表格；及(g)回條。

