



## TAN CHONG INTERNATIONAL LIMITED

*(Incorporated in Bermuda with limited liability)*

**(Stock Code: 693)**

26 February 2020

Dear Shareholder,

### **Election of Language and Means of Receipt of Corporate Communication**

Pursuant to Rule 2.07A(2A) of the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited, Tan Chong International Limited (“Company”) is writing to seek your election regarding the means of receipt and the language of corporate communications (“corporate communications”) of the Company to be dispatched in the future corporate communications include but are not limited to the Company’s (a) annual reports and, where applicable, summary financial reports; (b) interim reports and, where applicable, summary interim reports; (c) notices of meeting; (d) listing documents; (e) circulars; and (f) proxy forms.

You may choose one of the options set out below:

- (1) to read future Corporate Communication published on the Company’s website at <http://www.tanchong.com> (“Website Version”) in place of receiving printed copies, and to receive a written notification either by post or by email of the publication of the relevant corporate communications on the website of the Company; or
- (2) to receive the printed English version of all future Corporate Communication only; or
- (3) to receive the printed Chinese version of all future Corporate Communication only; or
- (4) to receive both the printed English and Chinese versions of all future Corporate Communication.

In support of environmental protection and for the purpose of saving printing and mailing costs, the Company recommends you to select the Website Version. To make your election, please complete the Reply Form enclosed with this letter and send it to the Company c/o Computershare Hong Kong Investor Services Limited (the “Hong Kong Share Registrar”), using the mailing label and need not to affix a stamp when returning (if posted in Hong Kong). Otherwise, please affix an appropriate stamp. The address of Hong Kong Share Registrar is 17M Floor, Hopewell Centre, 183 Queen’s Road East, Wanchai, Hong Kong. You may also send email with a scanned copy of this Form to [tanchong.ecom@computershare.com.hk](mailto:tanchong.ecom@computershare.com.hk).

**If the Company does not receive the enclosed reply form or receive a response indicating the objection from you by 25 March 2020 and until you inform the Company c/o the Hong Kong Share Registrar by reasonable notice in writing according to the relevant laws and regulations, you are deemed to consent to website communication only, and a notification letter of the publication of the Corporate Communication on website will be sent to you.**

You have the right at any time by reasonable notice in writing or using email at [tanchong.ecom@computershare.com.hk](mailto:tanchong.ecom@computershare.com.hk) to the Company c/o the Hong Kong Share Registrar to change the choice of language and means of receipt of the Corporate Communication. Even if you have chosen (or are deemed to have consented) to receive all future Corporate Communication using electronic means but for any reason have difficulty in receiving or gaining access to the Corporate Communication, the Company will promptly upon your request send the Corporate Communication to you in printed form free of charge.

Please note that (a) printed copies of the English and Chinese versions of all future Corporate Communication will be available from the Company or the Hong Kong Share Registrar on request; and (b) the same will also be available on the Company’s website at <http://www.tanchong.com> and the HKExnews’s website at [www.hkexnews.hk](http://www.hkexnews.hk).

Should you have any queries in relation to this letter, please call the Hong Kong Share Registrar’s telephone hotline at (852) 2862 8688 during business hours from 9:00 a.m. to 6:00 p.m. from Monday to Friday, excluding Hong Kong public holidays.

By the order of the Board  
**Tan Chong International Limited**  
**Teo Siok Ghee**  
**Liew Daphnie Pingyen**  
*Joint Company Secretaries*