

REPLY FORM

To: **Kwan Yong Holdings Limited (the "Company") (Stock Code: 9998)**
Room 502, Tai Tung Building, 8 Fleming Road, Wan Chai, Hong Kong

I/We would like to receive the future Corporate Communications# of the Company in the manner as indicated below:

(Please mark a "✓" in **ONLY ONE** of the following boxes)

- to access all future Corporate Communications by **electronic means** through the Company's website (the "**Website Version**") instead of receiving printed copies, and receive an email notification to my/our email address below or a notification letter of the publication of the Corporate Communications on the Company's website; **OR**

Email address: _____

(Please provide the email address in English Capital Letters and the email address will be used for the purpose of receiving (i) all email notifications of the publication of the Corporate Communications on the website of the Company, and (ii) all future Actionable Corporate Communications in electronic form from the Company. If no email address is provided or the email address provided by you is not functional, (i) a printed notification letter of the availability of Corporate Communications on the website of the Company and (ii) all future Actionable Corporate Communications will be sent to you by post at your address as appearing in the Company's register of members.)*

- to receive the **printed version** of all future Corporate Communications.

Shareholder's full name: _____ Signature: _____
(Please use BLOCK LETTERS)

Address: _____

Contact telephone number: _____ Date: _____

Notes:

1. Please complete all your details clearly. Any Reply Form that has not been completed clearly or otherwise incorrectly completed will be void at the discretion of the Company.
 2. By selecting to receive the Website Version of the Corporate Communications instead of receiving printed copies, you have expressly consented to waive the right to receive the Corporate Communications in printed form.
 3. If the Company does not receive this Reply Form from you by 8 March 2024, you will be deemed to have consented to receive the Company's Corporate Communications on the Company's website. Therefore, the Company will send you a notification letter of the publication of the Corporate Communications on the Company's website and you can read all future Corporate Communications via the Website Version.
 4. If your shares are held in joint names, the Shareholder whose name stands first on the register of members of the Company in respect of the joint holding should sign on this Reply Form in order to be valid.
 5. The above instruction will apply to all future Corporate Communications to be sent to you until you notify otherwise the Company, by reasonable notice of not less than seven business days in writing to Room 502, Tai Tung Building, 8 Fleming Road, Wan Chai, Hong Kong or by email to enquiry@kwanhong.com.
 6. You are entitled at any time by reasonable notice in writing to the Company to change your choice of means of receipt of future Corporate Communications.
 7. For the avoidance of doubt, the Company does not accept any special instructions written on this Reply Form.
- # "Corporate Communications" refer to any document(s) 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) the quarterly report and, where applicable, its summary quarterly report; (d) a notice of general meeting; (e) a listing document; (f) a circular; and (g) a proxy form.
- * "Actionable Corporate Communication" means any corporate communication from the Company that seeks instructions from its shareholders on how they wish to exercise their rights or make an election as the shareholders of the Company, including but not limited to, election forms in connection with a dividend payment, excess application forms in connection with a rights issue or open offer, applications forms for assured entitlement under an open offer, acceptance forms in connection with takeovers, mergers and share buy-backs, and provisional allotment letters in connection with a rights issue.

PERSONAL INFORMATION COLLECTION STATEMENT

"Personal Data" in this statement has the same meaning as "personal data" defined in the Personal Data (Privacy) Ordinance, Cap. 486 (the "PDPO"), which may include but not limited to your name, contact telephone number, email address and mailing address.

Your supply of Personal Data is on a voluntary basis for the purpose of receiving Corporate Communications in the manner chosen. Your Personal Data will be retained for such period as may be necessary for our verification and record purposes.

You have the right to request access to and/or correction of the respective Personal Data in accordance with the provisions of the PDPO. Any such request for access to and/or correction of the Personal Data should be in writing by either of the following means:

By mail to: **Kwan Yong Holdings Limited**
Room 502, Tai Tung Building, 8 Fleming Road, Wan Chai, Hong Kong

By email to: enquiry@kwanhong.com

MAILING LABEL

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

Kwan Yong Holdings Limited
Room 502, Tai Tung Building, 8 Fleming Road, Wan Chai, Hong Kong