



AV PROMOTIONS HOLDINGS LIMITED

AV策劃推廣(控股)有限公司

(Incorporated in the Cayman Islands with limited liability)

(Stock Code: 8419)

Dear Shareholders

Updated Arrangements on Electronic Dissemination of Corporate Communications

Pursuant to new Rule 16.04A¹ of the Rules (the “**GEM Listing Rules**”) Governing the Listing of Securities on GEM of The Stock Exchange of Hong Kong Limited (the “**Stock Exchange**”) and the articles of association of AV Promotions Holdings Limited (the “**Company**”), the Company will disseminate the future corporate communications of the Company (the “**Corporate Communications**”) to its Shareholders³ electronically and only send corporate communications in printed form to the Shareholders upon request.

ARRANGEMENTS

1. Actionable Corporate Communications⁴

The Company will send the Actionable Corporate Communications to Shareholders individually in electronic form by email. If the Company does not possess the email address of a Shareholder or the email address provided is not functional⁵, the Company will send the Actionable Corporate Communication in printed form together with a request form for soliciting the Shareholder’s functional email address to facilitate electronic dissemination of Actionable Corporate Communications in the future.

2. Corporate Communications

The Company will make the Corporate Communications available on its website (www.avpromotions.com) and the Stock Exchange’s website (www.hkexnews.hk).

The Company will not send a notice of publication of the Website Version⁶ of Corporate Communications to its Shareholders. The Shareholders are encouraged to proactively monitor the availability of all future Corporate Communications on the websites and access the Website Version⁶ of Corporate Communications by themselves.

PROVISION OF SHAREHOLDER’S EMAIL ADDRESS TO THE COMPANY

In support of electronic communication by email, the Company recommends its Shareholders to provide the Company with their email address at any time in future by reasonable notice in writing to the Company’s branch share registrar in Hong Kong at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong or by email to 8419-ecom@vistra.com.

It is the responsibility of the Shareholders to provide email address that is functional. If the Company does not possess the email address of a Shareholder or the email address provided is not functional, the Company will act according to the above arrangements. The Company will be considered to have complied with the GEM Listing Rules if it sends Actionable Corporate Communications to the email address provided by a Shareholder without receiving any “non-delivery message”.

REQUEST FOR PRINTED COPY OF CORPORATE COMMUNICATIONS AND ACTIONABLE CORPORATE COMMUNICATIONS

For those Shareholders who wish to receive a printed version of all future Corporate Communications and Actionable Corporate Communications or, if for any reason, have difficulty in gaining access to the Company’s website, the Company will, upon receipt of request in writing by the Shareholder to the Company’s branch share registrar in Hong Kong at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong or by email to 8419-ecom@vistra.com, send future Corporate Communications and/or the relevant Corporate Communications (as the case may be) to such Shareholders in printed form free of charge.

Please note that the preference in receiving Corporate Communications in printed form of a Shareholder will be valid unless being revoked or superseded or until expired on the last day of the following financial year of the Company (whichever is earlier). Further request in writing will be required if a Shareholder prefers to continue receiving printed copy of future Corporate Communications and Actionable Corporate Communications.

Details of the arrangements (i) for dissemination of Corporate Communications; and (ii) for requesting printed copy of Corporate Communications are published under the section “Investor Relationship” in the Company’s website (www.avpromotions.com). For any queries in relation to this letter, please call the Company’s branch share registrar in Hong Kong, Tricor Investor Services Limited, at (852) 2980 1333 during business hours from 9:00 a.m. to 6:00 p.m. from Monday to Friday, excluding Hong Kong public holidays, or by sending an email to 8419-ecom@vistra.com.

Notes:

1. With effect from 31 December 2023.
2. Corporate Communications include any document(s) issued or to be issued by the Company for the information or action of holders of any of its securities or the investing public, including but not limited to (a) the directors’ report and 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, if any; (d) a notice of meeting; (e) a listing document; (f) a circular; and (g) a proxy form.
3. Holder(s) of the Share(s) of the Company.
4. Actionable Corporate Communications refer to any corporate communications that seek instructions from the Shareholders of the Company on how they wish to exercise their rights or make elections as the Company’s Shareholders.
5. It is the responsibility of a Shareholder to provide email address that is functional. The Company will be considered to have complied with the GEM Listing Rules if it sends Actionable Corporate Communications to the email address provided by a Shareholder without receiving any “non-delivery message”.
6. The version of Corporate Communications being published, in both English and Chinese, on the Company’s website.

REPLY FORM 回條

To: **AV Promotions Holdings Limited**
c/o Tricor Investor Services Limited
17/F, Far East Finance Centre,
16 Harcourt Road, Hong Kong

致: **AV策劃推廣(控股)有限公司**
經卓佳證券登記有限公司
香港夏愨道16號
遠東金融中心17樓

Provision of Email Address and/or Request for Printed Copy of Corporate Communications and Actionable Corporate Communications 提供電子郵箱地址或/要求提供公司通訊和可供採取行動的公司通訊的印刷本

Information of Shareholders:

股東資料:

Name(s) (in English)

名稱(英文)

Name(s) (in Chinese)

名稱(中文)

Email address

電子郵箱地址

Email address (re-type)

電子郵箱地址(再次輸入)

Contact telephone number

聯絡電話號碼

Please mark (X) in ONLY ONE of the following boxes (applicable for dissemination arrangement via printed copy):

請在下列方框之中僅標記一項(X)(適用於以印刷本形式收取公司通訊):

- To receive the **printed English version ONLY** for all future Corporate Communications and Actionable Corporate Communications; **OR**
僅收取所有日後的公司通訊和可供採取行動的公司通訊的英文印刷本; 或
- To receive the **printed Chinese version ONLY** for all future Corporate Communications and Actionable Corporate Communications; **OR**
僅收取所有日後的公司通訊和可供採取行動的公司通訊的中文印刷本; 或
- To receive the **printed English and Chinese versions** of all future Corporate Communications and Actionable Corporate Communications³; **OR**
同時收取所有日後的公司通訊和可供採取行動的公司通訊的英文和中文印刷本³; 或
- To **cancel** prior request(s), if any, of printed version(s) of all future Corporate Communications and Actionable Corporate Communications. Shareholders will refer to the online versions to be published on the Company's website and the website of The Stock Exchange of Hong Kong Limited for all future Corporate Communications or the electronic form of Actionable Corporate Communications to be received by email⁴ (as the case may be). 取消之前就收取所有日後的公司通訊和可供採取行動的公司通訊印刷本的請求(如有)。股東將瀏覽本公司網站及香港聯合交易所有限公司網站上刊發的所有日後的公司通訊或通過電子郵件+接收的可供採取行動的公司通訊的電子版本(視情況而定)。

Signature:

簽名:

Address:

地址:

Contact telephone number:

聯絡電話號碼:

Signature:

簽名:

(Please use BLOCK LETTERS)(請用正楷填寫)

Date:

日期:

Notes 附註:

- Corporate Communications include any document(s) issued or to be issued by the Company for the information or action of holders of any of its securities or the investing public, including but not limited to (a) the directors' report and 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, if any; (d) a notice of meeting; (e) a listing document; (f) a circular; and (g) a proxy form. 公司通訊包括本公司發佈或將予發佈以供其任何證券持有人或投資大眾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, 公司年度帳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)季度報告(如有); (d)會議通告; (e)上市文件; (f)通函; 及(g)代表委任表格。
- Actionable Corporate Communications refer to any corporate communications that seek instructions from the Shareholders of the Company on how they wish to exercise their rights or make elections as the Company's shareholders. 可供採取行動的公司通訊是指任何涉及要求本公司股東指示其擬如何行使其有關股東權利的公司通訊。
- If both English and Chinese versions of the Corporate Communications and Actionable Corporate Communications are combined into one document, a printed version of the Corporate Communications and Actionable Corporate Communications with both English and Chinese versions will be sent to the Shareholder requesting for a printed copy of any version(s) of the Corporate Communications and Actionable Corporate Communications. 若公司通訊及可供採取行動的公司通訊的英文版本及中文版本合併為一份文件, 則公司通訊及可供採取行動的公司通訊的英文版本及中文版本的印刷版本將寄給要求索取任一版本本公司通訊及可供採取行動的公司通訊印刷本的股東。
- It is the Shareholder's responsibility to provide email address that is functional. If the Company does not receive the completed form or the email address provided is not functional, the Company will send the Actionable Corporate Communication in printed form together with a request for soliciting your functional email address to facilitate electronic dissemination of Actionable Corporate Communications to the email address provided by a Shareholder without receiving any "non-delivery message". 股東有責任提供有效的電子郵箱地址。如果本公司沒有收到填寫完整的線上表格或提供的電子郵箱地址無效, 本公司將以印刷本形式發送可供採取行動的公司通訊, 連同一份索取股東有效電子郵箱地址的表格, 以便將來以電子通訊方式發送可供採取行動的公司通訊。如果本公司向股東提供的電子郵箱地址發送可供採取行動的公司通訊而未收到任何「未達送信息」, 則本公司將被視為已遵守香港聯合交易所有限公司GEM證券上市規則。
- Please complete all your details clearly. If no box, or more than one box, is marked, the Company reserves the right to treat this request as void. 請閣下清楚填寫所有資料。如未標記任何方格或標記多個方格, 本公司保留將此請求視為無效的權利。
- In the case of joint registered holders of any shares, this form shall be deemed to be submitted by the joint registered holder whose name first appears on the register of members for and on behalf of all the joint registered holders. 倘若若干人士聯名持有股份, 本線上表格應被視為由於股東名冊內排名首位姓名的聯名登記股東代表所有聯名登記股東提交。
- If more than one email addresses are provided, the Company will only adopt the first email address as set out above. 如提供多個電子郵箱地址, 本公司將僅採用所述第一個電子郵箱地址。
- This request will be valid unless being revoked or superseded or until expired on the last day of the following financial year of the Company (whichever is earlier). Further request in writing will be required if Shareholder prefers to continue receiving printed copy of future Corporate Communications and Actionable Corporate Communications. 此請求將一直有效, 除非被撤銷或取代, 或直至本公司下一個財政年度的最後一日到期(以較早者為準)。如果股東希望繼續收到日後的公司通訊和可供採取行動的公司通訊的印刷本, 則需要做進一步書面請求。
- For avoidance of doubt, the Company does not accept any other instructions given on this request. Any other instructions inserted on this request will be void. 為免存疑, 本公司概不接受於此請求上作出的任何其他指示。在此請求中書寫的任何其他指示均被視為無效。

PERSONAL INFORMATION COLLECTION STATEMENT 收集個人資料聲明

"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 to correct 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: 本聲明中所指的「個人資料」具有香港法例第486章《個人資料(私隱)條例》(《私隱條例》)中「個人資料」的涵義, 包括但不限於, 閣下的名稱, 聯絡電話號碼, 電子郵箱地址和郵寄地址。閣下是自願向本公司提供閣下個人資料, 以便以閣下所選之方式接收公司通訊。閣下的個人資料將在適當期間保留作核實及記錄用途。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提出。

By mail to: **Data Privacy Officer**
Tricor Investor Services Limited
17/F, Far East Finance Centre
16 Harcourt Road, Hong Kong

經郵寄: 個人資料私隱主任
卓佳證券登記有限公司
香港夏愨道16號
遠東金融中心17樓

By email to: **is-enquiries@vistra.com**

經電郵: **is-enquiries@vistra.com**



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

No postage is necessary if posted in Hong Kong.

當閣下寄回本申請表格時, 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。

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