



## SHELL ELECTRIC HOLDINGS LIMITED

蜆壳電器控股有限公司

*(Incorporated in Bermuda with limited liability)*

Dear Registered Shareholders,

### Electronic Dissemination of Corporate Communications

Shell Electric Holdings Limited (the “**Company**”), the Company will disseminate future corporate communications, 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) a notice of meeting; (c) a circular; and (d) a proxy form (the “**Corporate Communications**”) to you by electronic mean through the Company’s website at [www.smc.com.hk](http://www.smc.com.hk) (the “**Website Version**”).

In order to provide your electronic contact details for future communication, please fill in your details in the enclosed reply form (the “**Reply Form**”), sign and return it by post to the Company at 1/F, Shell Industrial Building, 12 Lee Chung Street, Chai Wan, Hong Kong using the address label printed on the Reply Form or by email to [enquiry\\_shellelectric@smc.com.hk](mailto:enquiry_shellelectric@smc.com.hk). If you post your Reply Form please affix an appropriate stamp when returning your Reply Form.

To support environmental protection and enhance efficient communication with you, the Company encourages you to access the Corporate Communications through the Company’s website in place of receiving printed copies by mail. If the Company does not receive the duly completed and signed Reply Form or any response in writing indicating any objection to access the Corporate Communications by electronic means through the Company’s website, you are regarded to have consented to receive the Website Version for all the future Corporate Communications, and a notification of the publication of the Website Version of the Corporate Communications will be sent to you either by email or by post (only if the Company does not possess the functional email address from you).

Please note that:

- (1) printed copies of the English version of the Corporate Communications will be available from the Company upon request;
- (2) for actionable Corporate Communications which seek instructions from you on how you wish to exercise your rights or make an election as a shareholder of the Company, including but not limited to, (a) election forms in connection with a dividend payment, (b) excess application forms in connection with a rights issue or open offer, (c) applications forms for assured entitlement under an open offer, (d) acceptance forms in connection with takeovers, mergers and share buy-backs, and (e) provisional allotment letters in connection with a rights issue (the “**Actionable Corporate Communications**”), the Company will send it to you individually and in electronic form if email address has been provided to the Company. If no email address is given by you or the email address provided is not functional, the Company will send you a printed copy of the Actionable Corporate Communications together with a request form for soliciting your functional email address by post at your address as it appears in the Company’s register of members; and
- (3) it is the responsibility of you to provide an email address that is functional. If the Company does not possess the email address of you or the email address provided is not functional, the Company will act according to the above arrangements. The Company will be considered that you have received the Actionable Corporate Communications if it sends Actionable Corporate Communications to the email address provided by you without receiving any “non-delivery message”.

You are entitled at any time by reasonable notice in writing to the Company by email to [enquiry\\_shellelectric@smc.com.hk](mailto:enquiry_shellelectric@smc.com.hk) (a) to request for a hard copy of the Corporate Communications whereby the Company will send the printed copy of the Corporate Communications to you free of charge as soon as possible upon your notice, or (b) if you have any queries relating to the above. Please note that the request for printed copy of Corporate Communications and Actionable Corporate Communications will be valid for one year from the date of request unless being revoked or superseded (whichever is earlier).

By order of the Board  
**Shell Electric Holdings Limited**  
**YUNG Kwok Kee Billy**  
*Director*

26 June 2024



SHELL ELECTRIC HOLDINGS LIMITED

蜆壳電器控股有限公司

(Incorporated in Bermuda with limited liability)

Reply Form

To: Shell Electric Holdings Limited (the "Company")
1/F, Shell Industrial Building
12 Lee Chung Street,
Chai Wan, Hong Kong

Part A

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

(Please check "X" ONLY ONE box below)

- to access all future Corporate Communications by electronic means through the Company's website in place of receiving printed copies by mail, and to receive the future Actionable Corporate Communications of the Company through my/our email address below.

Grid of 20 empty boxes for email address input

Please provide the email address in English Block Letters and the email address will solely be used for sending the electronic form of Actionable Corporate Communications to you.

By selection of Part A and after providing your email address, you have expressly consented to waive the right to receive all future Corporate Communications in printed copy.

Part B

I/We would like to receive the future Corporate Communications of the Company in the manner indicated below and noted that this instruction is valid only for one year starting from the receipt date of instruction:

(Please check "X" ONLY ONE box below)

- in printed copy in English.

If you have selected in Part A, you are not required to select in Part B.

Name# Contact telephone number
(Please use ENGLISH BLOCK LETTERS)

Signature Date

# You are required to fill in the details if you download this Reply Form from the Company's website.

Notes:

- 1. Please complete all your details clearly. We will be unable to send you the future Actionable Corporate Communications in electronic form by email if you provided non-functional electronic contact details.
2. 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.
3. The request for printed copy shall be valid only for one year from the date of request unless being revoked or superseded (whichever is earlier). Further request in writing will be required if you prefer to continue receiving printed copy of future Corporate Communications and Actionable Corporate Communications (if applicable).
4. You are entitled at any time by reasonable notice in writing to the Company or by email to enquiry\_shellelectric@smc.com.hk to request for a hard copy of the Corporate Communications, the Company will promptly upon your notice send the printed copy of the Corporate Communications to you free of charge.
5. For the avoidance of doubt, we do not accept any special instructions written on this Reply Form.
6. If more than one email addresses are provided, the Company will only adopt the first email address as set out above.
7. For the details arrangement on Electronic Dissemination of Corporate Communications, please refer to the Company's notification letter dated 26 June 2024.

PERSONAL INFORMATION COLLECTION STATEMENT

"Personal Data" in this statement has the same meaning as "personal data" in the Personal Data (Privacy) Ordinance, Chapter 486 of the Laws of Hong Kong ("PDPO"). Your supply of Personal Data to the Company is on a voluntary basis. Failure to provide the Personal Data may result in the Company being unable to process your instructions and/or requests given on this form. Your Personal Data will not be disclosed or transferred to any party outside the Company or the branch transfer agent in Hong Kong, Tricor Standard Limited unless it is required by law, and will be retained for such period as may be necessary for our record and verification purposes. You have the right to request for access to and/or correction of your Personal Data in accordance with the provisions of the PDPO. Any such request for access to and/or correction of your Personal Data should be made in writing to the Personal Data Privacy Officer of Tricor Standard Limited at 17/F, Far East Finance Centre, 16 Harcourt Road, Admiralty, Hong Kong.



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

MAILING LABEL

蜆壳電器控股有限公司
Shell Electric Holdings Limited
1/F, Shell Industrial Building, 12 Lee Chung Street, Chai Wan,
香港 Hong Kong

