



瑞安房地產  
SHUI ON LAND

## Shui On Land Limited 瑞安房地產有限公司\*

(Incorporated in the Cayman Islands with limited liability)  
(於開曼群島註冊成立之有限責任公司)  
(Stock Code : 272)  
(股份代號 : 272)

22 April 2022

Dear Non-registered holders (Note 1),

### Shui On Land Limited (the "Company")

#### **Notice of publication of 2021 Annual Report and Circular including Notice of Annual General Meeting (the "Current Corporate Communication")**

We are pleased to inform you that the English and Chinese versions of the Company's Current Corporate Communication are now available on the Company's website at [www.shuionland.com](http://www.shuionland.com) and the website of Hong Kong Exchanges and Clearing Limited (HKExnews) at [www.hkexnews.hk](http://www.hkexnews.hk). You may access the Current Corporate Communication by clicking "Financial Reports" and "Prospectuses / Circulars" under "Investor Relations" on the homepage of the Company's website.

If you wish to receive a printed copy of the Current Corporate Communication and all future Corporate Communication (Note 2) of the Company, please complete the request form (the "Request Form") on the reverse side and send it to the Company c/o the Company's branch share registrar in Hong Kong, Computershare Hong Kong Investor Services Limited (the "Company's Branch Share Registrar"), by post using the mailing label at the bottom of the Request Form (no stamp is needed if posted in Hong Kong). The address of the Company's Branch Share Registrar is 17M Floor, Hopewell Centre, 183 Queen's Road East, Wan Chai, Hong Kong. You may also send an email with a scanned copy of the completed Request Form to [sol.ecom@shuion.com.cn](mailto:sol.ecom@shuion.com.cn). The Company's Branch Share Registrar will send the printed copy of the Current Corporate Communication to you upon receipt of the Request Form.

Should you have any queries in relation to this letter, please contact the Company's Branch Share Registrar at (852) 2862 8688 during business hours (9:00 a.m. to 6:00 p.m., Monday to Friday, excluding public holidays).

Yours faithfully,  
For and on behalf of  
**Shui On Land Limited**  
UY Kim Lun  
Company Secretary

Notes: (1) This notification letter is being sent to the non-registered holders of the shares of the Company, whose shares are held in Central Clearing and Settlement System (CCASS) and who have notified the Company through Hong Kong Securities Clearing Company Limited that they wish to receive the Current Corporate Communication. If you have sold or transferred your shares in the Company, please disregard this notification letter and the Request Form enclosed.

(2) Corporate Communication refers to any document issued or to be issued by the Company for the information or action of holders of any of its securities, including but not limited to (a) the directors' report, its annual accounts together with a copy of the auditor's report and, where applicable, its summary financial report; (b) the interim report and, where applicable, its summary interim report; (c) a notice of meeting; (d) a listing document; (e) a circular; and (f) a proxy form.

\* For identification purposes only

致各位非登記股份持有人<sup>(附註 1)</sup>：

瑞安房地產有限公司（「本公司」）

**2021 年度年報及通函（包括股東周年大會通告）（「本次公司通訊文件」）之發佈通知**

本公司欣然知會閣下本公司之本次公司通訊文件之中、英文版本已在本公司網站（[www.shuionland.com](http://www.shuionland.com)）及香港交易及結算有限公司之披露易網站（[www.hkexnews.hk](http://www.hkexnews.hk)）登載。閣下可於本公司網址首頁點擊「投資者關係」一欄下的「財務報告」及「招股書 / 通函」，即可下載及瀏覽本次公司通訊文件。

倘閣下欲收取本公司本次公司通訊文件及所有日後公司通訊<sup>(附註 2)</sup>之印刷本，請填妥在本函背面的申請表格（「申請表格」），並使用申請表格下方的郵寄標籤（如在香港投寄則毋須貼上郵票）寄回本公司香港股份過戶登記分處香港中央證券登記有限公司（「本公司股份過戶登記分處」），地址為香港灣仔皇后大道東183號合和中心17M樓。閣下亦可把已填妥之申請表格的掃描副本電郵到 [sol.ecom@shuion.com.cn](mailto:sol.ecom@shuion.com.cn)。本公司股份過戶登記分處在收到申請表格後會寄發本次公司通訊文件的印刷本予閣下。

閣下如有任何與本函有關的疑問，請於辦公時間內（星期一至五，上午9時正至下午6時正，公眾假期除外）致電本公司股份過戶登記分處電話熱線(852) 2862 8688 查詢。

代表  
瑞安房地產有限公司  
公司秘書  
黃金綸  
謹啓

二零二二年四月二十二日

附註：(1) 本通知函件收件對象為本公司非登記股份持有人。該等人士的股份存放於中央結算及交收系統（中央結算系統）及他們已經通過香港中央結算有限公司通知本公司，希望收到本次公司通訊文件。如果閣下已出售或轉讓所持有的本公司股份，則無需理會本通知函件及所附申請表格。  
(2) 公司通訊指本公司刊發或將予刊發以供其任何證券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、年度財務報表連同核數師報告及(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) 會議通告；(d) 上市文件；(e) 通函；及 (f) 委任代表表格。

\* 僅供識別

**Request Form 申請表格**

To: **Shui On Land Limited (the "Company")**  
(Stock Code: 272)  
c/o Computershare Hong Kong Investor Services Limited  
17M Floor, Hopewell Centre,  
183 Queen's Road East,  
Wanchai, Hong Kong

致: **瑞安房地產有限公司\*\*** (「本公司」或「貴公司」)  
(股份代號: 272)  
經香港中央證券登記有限公司  
香港灣仔皇后大道東 183 號  
合和中心 17M 樓

I/We would like to receive a printed copy of the **2021 Annual Report and Circular** and all future Corporate Communication\* of the Company as indicated below:

本人/我們希望以下列方式收取 貴公司之 **2021 年度年報及通函** 及所有日後公司通訊\*之印刷本:

(Please mark **ONLY ONE (X)** of the following boxes)  
(請從下列選擇中, 僅在其中一個空格內劃上「X」號)

- to receive the **printed English version**, OR  
僅收取**英文印刷本**, 或
- to receive the **printed Chinese version**, OR  
僅收取**中文印刷本**, 或
- to receive both the **printed English and Chinese versions**.  
同時收取**英文及中文印刷本**。

**Signature**  
簽名

**Contact telephone number**  
聯絡電話號碼

**Date**  
日期

Notes 附註:

- This Request Form is to be completed by the non-registered holders of the shares of the Company, whose shares are held in Central Clearing and Settlement System (CCASS) and who have notified the Company through Hong Kong Securities Clearing Company Limited that they wish to receive the 2021 Annual Report and Circular and all future Corporate Communication. Please complete all your details clearly.  
本申請表格應由本公司非登記股份持有人填寫。該等人士的股份存放於中央結算及交收系統(中央結算系統), 他們並已經通過香港中央結算有限公司通知本公司, 希望收到 2021 年度年報及通函及所有日後公司通訊。請 閣下清楚填寫所有資料。
- Any form with more than one box marked (X), with no box marked (X), with no signature or otherwise incorrectly completed will be void.  
如在本表格作出超過一項選擇、或未有作出選擇、或未有簽署、或在其他方面填寫不正確, 則本表格將會作廢。
- For the avoidance of doubt, we do not accept any special instructions written on this Request Form.  
為免存疑, 任何在本申請表格上的額外手寫指示, 本公司將不予處理。

**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 under the Personal Data (Privacy) Ordinance, Chapter 486 of the Laws of Hong Kong ("PDPO"). The supply of your Personal Data is on a voluntary basis for the purpose of verifying and recording your choice of language and means of receipt of corporate communications of the Company and the delivery of those corporate communications. We may transfer or disclose your Personal Data to the Company's Branch Share Registrar and/or other companies or bodies for the purpose stated above, or when it is required to do so by law and 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 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 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。閣下是自願提供個人資料以用於核實及記錄閣下收取本公司公司通訊的語言版本和收取方式的選擇, 以及傳送公司通訊。我們可就上述用途將閣下的個人資料轉移或披露給本公司股份過戶登記分處及/或其他公司或團體, 或按法例規定作出轉移或披露, 並將在適當期間內保留該等個人資料作核實及記錄用途。閣下有權根據《私隱條例》的條文查閱及/或修改閣下的個人資料。任何相關查閱及/或修改個人資料之要求均須以書面方式透過以下途徑提出:

By mail 郵寄至: **Personal Data Privacy Officer 個人資料私隱主任**  
Computershare Hong Kong Investor Services Limited 香港中央證券登記有限公司  
17M Floor, Hopewell Centre, 183 Queen's Road East, Wan Chai, Hong Kong 香港灣仔皇后大道東 183 號合和中心 17M 樓

By email 電郵至: [PrivacyOfficer@computershare.com.hk](mailto:PrivacyOfficer@computershare.com.hk)

\* Corporate Communication refers to any document(s) issued or to be issued by the Company for the information or action of the holders of any of its securities, including but not limited to (a) the directors' report, its annual accounts together with a copy of the auditor's report and, where applicable, its summary financial report; (b) the interim report and, where applicable, its summary interim report; (c) a notice of meeting; (d) a listing document; (e) a circular; and (f) a proxy form.

公司通訊指本公司刊發或將予刊發以供其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、年度財務報表連同核數師報告及(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)會議通告; (d)上市文件; (e)通函; 及(f)委任代表表格。

\*\* For identification purpose only  
僅供識別

**郵寄標籤 MAILING LABEL**

香港中央證券登記有限公司  
Computershare Hong Kong Investor Services Limited  
簡便回郵號碼 Freepost No. 37  
香港 Hong Kong

閣下寄回此申請表格時, 請將郵寄標籤剪貼於信封上。

**如在本港投寄毋須貼上郵票。**

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

**No postage stamp necessary if posted in Hong Kong.**

**Get in touch with us 與我們聯繫**

Send us an enquiry 垂詢  
Rate our service 評價  
Lodge a complaint 投訴



**Contact Us 聯繫我們**

[www.computershare.com/hk/contact](http://www.computershare.com/hk/contact)