

新鴻基地產發展有限公司

Sun Hung Kai Properties Limited

(Incorporated in Hong Kong with limited liability) (於香港註冊成立之有限公司) Stock Codes: 16 (HKD counter) and 80016 (RMB counter) 股份代號: 16 (港幣櫃台)及 80016 (人民幣櫃台)

NOTIFICATION LETTER 通知信函

21 March 2024

Dear Registered Shareholder,

Sun Hung Kai Properties Limited (the "Company")

- Notice of publication of the 2023/24 Interim Report (the "Interim Report")

We are pleased to inform you that the English and Chinese versions of the Interim Report are available on the Company's website at www.shkp.com and the website of Hong Kong Exchanges and Clearing Limited ("HKEX") at www.hkexnews.hk. You may access the Interim Report (i) by clicking "Investor Relations" section in the menu on the home page of the Company's website, then confirming your acknowledgement of and agreement to the "Investor Relations" disclaimer and selecting "Financial Results & Reports"; or (ii) by browsing through the HKEX's website. If you are a new shareholder or an existing shareholder who have elected to receive the Corporate Communications (Note 1) in printed form, the printed bilingual version of the Interim Report is enclosed herewith.

If you have chosen (or are deemed to have consented) to receive the Corporate Communications by electronic means through the Company's website but (i) for any reason have difficulty in receiving or gaining access to the Interim Report; or (ii) would like to receive a printed copy of the Interim Report, the Company will upon written request send the printed copy of the Interim Report to you free of charge. Please make your request to the Company c/o Computershare Hong Kong Investor Services Limited ("Computershare", the Share Registrar of the Company), at 17M Floor, Hopewell Centre, 183 Queen's Road East, Wan Chai, Hong Kong or by email at shkp@computershare.com.hk.

To ensure timely receipt of the latest Corporate Communications (other than Actionable Corporate Communications (Note 2)), the Company recommends you to provide your email address for receiving email notifications of the publication of all future Corporate Communications on the Company's website by scanning your personalized QR code printed on the change request form (the "Change Request Form") on the reverse side of this letter. Alternatively, you may sign and return the Change Request Form by email (at shkp@computershare.com.hk) or by using the mailing label at the bottom of the Change Request Form without the need to affix a stamp if you post it in Hong Kong. Otherwise, please affix an appropriate stamp. The Change Request Form may also be downloaded from the Company's website at www.shkp.com or the HKEX's website at www.hkexnews.hk. Actionable Corporate Communications in printed form will be sent to you individually by post to your address as appears in the register of members of the Company.

You may change your choice of language and/or means of receipt of all future Corporate Communications by giving reasonable notice (of not less than 7 days) to the Company c/o Computershare in writing (at the address stated above), by email (at shkp@computershare.com.hk) or by completing the Change Request Form and returning it to the Company c/o Computershare.

Should you have any queries relating to this letter, please call the Company's hotline at (852) 2828 8648 from 9:00 a.m. to 6:00 p.m., Monday to Friday, excluding public holidays.

Yours faithfully, YUNG Sheung-tat, Šandy Company Secretary

Notes:

- Corporate Communications mean any documents from the Company for the information or action of holders of any of its securities or the investing public, which include but are not limited to (a) directors' reports and annual financial statements together with independent auditor's reports; (b) interim reports; (c) notices of meetings; (d) listing documents; (e) circulars; and (f) proxy forms.
- Actionable Corporate Communications mean any corporate communications from the Company that seek instructions from its securities holders on how they wish to exercise their rights or make an election as the securities holders of the Company but exclude notices of general meetings and proxy forms. This letter is made in English and Chinese. In case of any inconsistency, the English version shall prevail.

敬啟者:

新鴻基地產發展有限公司(「本公司」) - 二○二三至二四年中期報告(「中期報告」)之發佈通知

謹此告知,中期報告的中英文版本已登載於本公司網站www.shkp.com及香港交易及結算所有限公司(「港交所」)網站www.hkexnews.hk。 閣下可(i)在本公司網站主頁選單中按「投資者關係」一項,並確認及同意「投資者關係」的免責聲明,再選擇「財務業績及報告」項;或(ii)透過港交所網站,瀏覽中期報告。如 閣下是新股東或已選擇收取公司通訊網準立口印刷本的現有股東,隨函附奉中期報告之雙語印刷本。

若 閣下已選擇(或被視為已同意)透過本公司網站以電子方式收取公司通訊,但(i)因任何理由以致在收取或接收中期報告時遇到困難;或(ii)現欲領取中期報告的印刷本,本公司將在收到 閣下之書面要求後寄上中期報告的印刷本,費用全免。請將 閣下之要求經香港中央證券登記有限公司(「中央證券」,本公司之股份過戶登記處)通知本公司,地址為香港灣仔皇后大道東一八三號合和 中心十七M樓,或電郵至shkp@computershare.com.hk。

為確保及時收到最新的公司通訊(可供採取行動的公司通訊^{辦建2}除外),本公司建議 閣下透過掃描本函背頁之更改表格(「更改表格」) 上列印的 閣下專屬二維碼來提供 閣下的電郵地址,以收取所有日後的公司通訊已登載於本公司網站的電郵通知。或者, 閣下 也可以簽署更改表格經電郵(至<u>shkp@computershare.com.hk</u>)或使用更改表格下方之郵寄標籤交回表格。如在香港投寄,毋須貼上郵 票,否則,請貼上適當的郵票。更改表格亦可於本公司網站 <u>www.shkp.com</u> 或港交所網站 <u>www.hkexnews.hk</u>下載。可供採取行動的 公司通訊的印刷本將個別郵寄至 閣下於本公司股東名冊上所示的地址。

閣下可在合理時間內(為不少於七天)經中央證券通知本公司,以更改所有日後刊發的公司通訊之語言版本及/或收取方式之選擇。 下可以書面(郵寄至上述地址)、電郵(至shkp@computershare.com.hk)或填妥更改表格經中央證券交回本公司

閣下對本函有任何疑問,請於星期一至星期五(公眾假期除外)上午九時至下午六時,致電本公司熱線電話(852)2828 8648 查詢。

各位登記股東 台照

公司秘書 容上達

二〇二四年三月二十一日

- 公司通訊指本公司發出以供其任何證券持有人或投資大眾參照或採取行動之任何文件,包括但不限於:(a)董事局報告書及年度財務報表連同獨立核數斷報告書; (b)中期報告;(c)會議通告;(d)上市文件;(e)通函;及(f)代表委任表格。 可供採取行動的公司通訊指本公司發出以尋求其證券持有人指示擬如何行使作為本公司證券持有人的權利或作出選擇之任何公司通訊,但不包括股東大會通告及

本函以英文及中文發出。中英文版本内容如有任何不相符,概以英文版本為準。

(e)通函;及(f)代表委任表格。				
Actionable Corporate Communications mean any corporate communications from the Company that seek instructions from its securities holders on how they wish to exercise their rights or make an election as the				
securities holders of the Company but exclude notices of general meetings and proxy forms. Actionable Corporation Communications in printed form will be sent to you individually by post to your address as appears in				
the register of members of the Company.				
可供採取行動的公司通訊指本公司發出以尋求其證券持有人指示擬如何行使作為本公司證券持有人的權利或作出選擇之任何公司通訊,但不包括股東大會通告及代表委任表格。可供採取行動的公司通訊的				
印刷本將個別郵寄至 閣下於本公司股東名冊上所示的地址。				
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 form in order to be valid.	$\overline{}$			
如屬聯名股東,則本表格須由該名於本公司股東名冊上就聯名持有股份其姓名位列首位的股東簽署,方為有效。	\sim			
You are entitled at any time by reasonable notice (of not less than 7 days) in writing to the Company c/o Computershare at 17 M Floor, Hopewell Centre, 183 Queen's Road East, Wan Chai, Hong Kong or by email at				
shkp@computershare.com.hk or by completing and returning this form to change your choice of language and/or means of receipt of Corporate Communications.				
閣下有權醫時在合理時間內(為不少於七天)以書面方式經中央證券通知本公司,地址為香港灣仔皇后大道東一八三號合和中心十七 M 樓或電郵至 <u>shkp@computershare.com.hk</u> 或填妥及交回本表格,以更				
改 閣下收取公司通訊之語言版本及/或方式之選擇。				
For the avoidance of doubt, the Company does not accept any special instructions written on this form.				
為免存疑,任何在本表格上的額外手寫指示,本公司將不予處理。	4			
PERSONAL INFORMATION COLLECTION STATEMENT 收集個人資料整明				
"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").				
本聲明中所指的「個人資料」具有香港法例第四百八十六章個人資料(私隱)條例(「私隱條例」)中「個人資料」的涵義。	\sim			
Your supply of Personal Data to the Company is on a voluntary basis. If you fail to provide sufficient information, the Company may not be able to process your instructions.				
閣下是自願向本公司提供個人資料。若 閣下未能提供足夠資料,本公司可能無法處理 閣下之指示。				
pur Personal Data may be disclosed or transferred by the Company to its subsidiaries, the Share Registrar, and/or other companies or bodies for any of the stated purposes, and retained for such period as may be necessary for verification and record				
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Change Request Form 更改表格			
To:	Sun Hung Kai Properties Limited (the "Company") Stock Codes: 16 (HKD counter) and 80016 (RMB counter)	致: 新鴻基地產發展有限公司(「本公司」) <i>股份代號:</i> 16 (港幣櫃台)及 80016 (人民幣櫃台)	
	c/o Computershare Hong Kong Investor Services Limited ("Computershare")	經濟港中央證券登記有限公司(「 中央證券 」)	
	17M Floor, Hopewell Centre, 183 Queen's Road East,	香港灣仔皇后大道東一八三號	
	Wan Chai, Hong Kong (or by email to: shkp@computershare.com.hk)	合和中心十七 M 樓 (或電郵至: <u>shkp@computershare.com.hk</u>)	
I/Wo r	yould like to change to receive all future Corporate Communications (other than		
本人/- (Please	World The to change to Leceive an intude Corporate Communications (other main 手等欲更改收取所有日後刊發之公司通訊(可供採取行動的公司通訊除外) mark an (X) in ONLY ONE of the following boxes) 下列其中一個空格內劃上「X」號)	的方式如下:	
	by electronic means through the Company's website at www.shkp.com (instead an email notification to my/our email address below when each Corpora available on the Company's website; OR		
透過本公司網站 www.shkp.com 以 電子方式 收取公司通訊以代替印刷本,並在每次公司通訊刊登於 本公司網站時收取發送至以下電郵地址的電郵通知; 或			
中立日朝中间中央环境区主苏(电到地址印电到通讯) 头 (Please use ENGLISH BLOCK LETTERS . Your email address will be used for receiving notifications of the publication of the Corporate Communications on the Company's website only. If no email address is provided or the email address provided is non-functional (where the system-generated "non-delivery message" is received), a notification letter of the			
	publication of the Corporate Communications on the Company's website will be sent to register of members of the Company by post.)	your address as appears in the	
	(請用 英文正槽 填寫。 閣下的電郵地址將僅用於收取有關公司通訊已登載於本電郵地址或所提供的電郵地址為無效(即收到系統生成的「發送失敗訊息」),本	公司將把有關公司通訊已登載	
	於本公司網站的通知信函郵寄至 閣下於本公司股東名冊上所示的地址。)	(You are NOT required to return this Change Request Form if your email address	
		has been provided by scanning the personalized QR code.)(如已透過專屬二雜	
		碼提供電郵地址, 閣下則 無須 交回本更 改表格。)	
	Email Address 電郵地址		
	in printed form in English ONLY; OR 僅收取 英文印刷本 ; 或		
	in printed form in Chinese ONLY; OR		
	僅收取 中文印刷本;或 in printed form in both English and Chinese .		
	同時收取 英文及中文印刷本 。		
	nme(s) of Registered Shareholder(s)#	Contact telephone number	
登記股東姓名 [#] Phase use ENGLISH BLOCK LETTERS 請用英文正機構高			
Address#			
地址 [#]			
(Please use ENGLISH BLOCK LETTERS 講用英文正楷獎寫) Signature(s) Date			
簽名		日期	
You are re Notes 附註	equired to fill in the details if you download this form from the website. 假如 閣下從網站下載本表	格,請必須填上有關資料。	
. Corpo	rate Communications mean any documents from the Company for the information or action of holders of any of its I financial statements together with independent auditor's reports; (b) interim reports; (c) notices of meetings; (d) i	listing documents; (e) circulars, and (f) proxy forms.	
(e) 通	通訊指本公司發出以供其任何證券持有人或投資大眾參照或採取行動之任何文件,包括但不限於:(a)董事局# 恋;及(f)代表委任表格。 table Corporate Communications mean any corporate communications from the Company that seek instructions fr		
securities holders of the Company but exclude notices of general meetings and proxy forms. Actionable Corporation Communications in printed form will be sent to you individually by post to your address as appears in the register of members of the Company.			
印刷	可供採取行動的公司通訊指本公司發出以尋求其證券持有人指示擬如何行使作為本公司證券持有人的權利或作出選擇之任何公司通訊,但不包括股東大會通告及代表委任表格。可供採取行動的公司通訊的 印刷本將個別郵寄至 閣下於本公司股東名冊上所示的地址。		
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 form in order to be valid. 知屬聯名股東,則本表格須由談名於本公司股東名冊上就聯名持有股份其姓名位列首位的股東簽署,方為有效。			
shkp@	You are entitled at any time by reasonable notice (of not less than 7 days) in writing to the Company c/o Computershare at 17 M Floor, Hopewell Centre, 183 Queen's Road East, Wan Chai, Hong Kong or by email at shkp@computershare.com.hk or by completing and returning this form to change your choice of language and/or means of receipt of Corporate Communications.		
改	有權隨時在合理時間內(為不少於七天)以書面方式經中央證券通知本公司,地址為香港灣仔皇后大道東一八 蜀下收取公司通訊之語言版本及/或方式之選擇。	二號台和甲心十七 M 樓或電郵至 <u>shkp@computershare.com.hk</u> 或填妥及交回本表格,以更	
. For th 為免行	te avoidance of doubt, the Company does not accept any special instructions written on this form. 字髮,任何在本表格上的額外手寫指示,本公司將不予處理。		
	PERSONAL INFORMATION COLLECTION STAT	TEMENT 必無個人論影響期	

purposes. 本公司可就任何所說明的用途,將 閣下的個人資料按廣或轉移給本公司的附屬公司、股份過戶登記處、及/或其他公司或團體,並將在適當期間保留該等個人資料作核實及紀錄用途。 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 and sent to the Personal Data Privacy Officer (computershare comm.ht.) 閣下有權根據私聽條例的條文查閱及或修改 閣下的個人資料。任何該等查閱及域修改 閣下的個人資料的要求均須以書面方式郵寄至中央證券的個人資料私聽主任,或電郵至 <u>PrivacyOfficer@computershare.com.ht</u>。

閣下寄回此更改表格時,請將郵寄標籤剪貼於信封上。

This form is made in English and Chinese. In case of any inconsistency, the English version shall prevail. 本義格以英文原中文藝出,中英文版本內容如有任何不相符,概以英文版本為華。

(i)

(iii)

如在本港投寄毌須貼上郵票。 Please cut the mailing label and stick this on the envelope to return this change request form to us. No postage stamp necessary if posted in Hong Kong.

郵寄標籤 MAILING LABEL