

Name(s) and address of Shareholder(s):  
股東之姓名及地址:

## Reply Form 回條

To: Greentown Service Group Co., Ltd. (the "Company")  
(Stock Code: 2869)  
c/o Computershare Hong Kong Investor Services Limited  
17M Floor, Hopewell Centre, 183 Queen's Road East,  
Wan Chai, Hong Kong

致: 綠城服務集團有限公司(「本公司」或「貴公司」)  
(股份代號: 2869)  
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 all future **Corporate Communications\*** of the Company (the "**Corporate Communications**") in the manner as indicated below:  
本人/我們希望以下列方式收取 貴公司之所有日後的公司通訊\*(「公司通訊」):

(Please mark **ONLY ONE (x)** of the following boxes)

(請僅在下列其中一個空格內劃上(X)號)

to access all future Corporate Communications (which are available in both English and Chinese) through the Company's website (the "**Website Version**") instead of receiving printed versions, and receive a **notification letter** of the posting of the Corporate Communications on the Company's website by post; **OR**  
瀏覽所有日後在本公司網站登載之公司通訊(英文版本及中文版本)(「網上版本」), 代替收取印刷本, 並以郵寄方式收取公司通訊已在公司網站登載之**通知信函**; 或

to receive the **printed English version** of all future Corporate Communications by post **ONLY**; **OR**  
僅以郵寄方式收取所有日後的公司通訊之**英文印刷本**; 或

to receive the **printed Chinese version** of all future Corporate Communications by post **ONLY**; **OR**  
僅以郵寄方式收取所有日後的公司通訊之**中文印刷本**; 或

to receive both **printed English and Chinese versions** of all future Corporate Communications by post.  
以郵寄方式同時收取所有日後的公司通訊之**英文及中文印刷本**。

Name(s) of Shareholder(s)  
股東姓名

Contact telephone number  
聯絡電話號碼

(Please use **ENGLISH BLOCK LETTERS** 請用英文正楷填寫)

Signature  
簽名

Date  
日期

You are required to fill in the details if you download this Reply Form from the Company's website or the HKEXnews's website.  
假如閣下從本公司網站或香港交易所披露易網站下載本回條, 請務必填上有關資料。

### Notes 備註:

Please complete all your details clearly. Any form with more than one box marked (X), with no box marked (X), with no signature or otherwise incorrectly completed will be void.  
請閣下清楚填寫所有資料。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。

1. If the Company does not receive this duly completed and signed Reply Form from you (or a response from you indicating that you object to receive the Website Version of the Corporate Communications) on or before 1 April 2022, you will be deemed to have consented to receive all future Corporate Communications by Website Version on the Company's website instead of receiving them in printed form. All future Corporate Communications will be sent out in the manner specified in the Company's letter dated 4 March 2022 and the Company will send you a notification letter by post that the Corporate Communications have been made available on the Company's website.

倘若本公司於 2022 年 4 月 1 日仍未收到閣下已適當地填寫並簽署的回條或表示反對收取公司通訊之網上版本的回覆, 閣下將被視為已同意只收取所有日後公司通訊之網上版本以代替收取印刷本, 而本公司將按 2022 年 3 月 4 日之本公司函件內所述之方式只向閣下寄發有關公司通訊已在本公司網站上刊登的通知信函。

2. By electing to receive the Website Version of the Corporate Communications instead of receiving them in printed form, you have expressly agreed that they may be sent or supplied to you by being made available on the Company's website and have expressly waived the right to receive them in printed form.

透過選擇收取公司通訊之網上版本以代替收取印刷本後, 閣下已明示同意公司通訊可透過本公司網站發送或提供給閣下, 並明確放棄收取公司通訊印刷本的權利。

3. If your shares are held in joint names, the shareholder whose name appears 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. If the shares are held in joint names, the shareholder whose name appears 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.

如屬聯名股東, 則本回條須由該名於本公司股東名冊上就聯名持有股份其姓名排名首位的股東簽署, 方為有效。

4. The above instruction will apply to all future Corporate Communications to be sent to shareholders of the Company until you notify otherwise by reasonable notice in writing or using email at gsghecom@computershare.com.hk to the Company c/o its share registrar (the "**Share Registrar**"), Computershare Hong Kong Investor Services Limited, 17M Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong.

上述指示適用於所有日後寄發予本公司股東之公司通訊, 直至閣下發出合理時間的書面通知或以電郵方式向 gsghecom@computershare.com.hk 予本公司之股份過戶登記處香港中央證券登記有限公司(「**股份過戶登記處**」), 地址為香港灣仔皇后大道東 183 號合和中心 17M 樓另作選擇為止。

5. Shareholders are entitled to change the choice of means of receipt and language of the Corporate Communications at any time by reasonable notice in writing or using email at gsghecom@computershare.com.hk to the Company c/o the Share Registrar.

股東有權隨時發出合理時間的書面通知或以電郵方式向 gsghecom@computershare.com.hk 予股份過戶登記處, 要求更改收取公司通訊之語言版本及途徑之選擇。

6. For the avoidance of doubt, the Company will not accept any additional instructions written on this Reply Form.  
為免存疑, 任何書寫在本回條上的額外指示, 本公司將不予處理。

\* Corporate Communications include but are not limited to: (a) the directors' report, its annual financial statements 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) a notice of meeting; (d) a listing document; (e) a circular; and (f) a proxy form.

公司通訊文件包括但不限於: (a)董事局報告、其年度財務報表連同核數師報告副本及(如適用)其財務摘要報告; (b)中期報告及(如適用)其中期摘要報告; (c)會議通告; (d)上市文件; (e)通函; 及(f)代表委任表格。

### Mailing Label 郵寄標籤

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

Please cut the mailing label and stick it on an envelope to return this Reply Form to us.  
**No postage is necessary if posted in Hong Kong.**

當閣下寄回本回條時, 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。

### 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