



新世界百貨中國有限公司  
New World Department Store China Limited

(incorporated in the Cayman Islands with limited liability)

(於開曼群島註冊成立的有限公司)

(Stock Code 股份代號: 825)

NOTIFICATION LETTER 通知信函

22 October 2024

Dear Registered Shareholders,

**New World Department Store China Limited (the “Company”)**

— **Notification of publication of (i) the Annual Report 2024; (ii) the circular dated 22 October 2024 relating to re-election of the retiring directors, general mandate to issue shares and repurchase shares and notice of annual general meeting; (iii) proxy form for use at the annual general meeting of the Company to be held on 20 November 2024 and (iv) the Sustainability Report 2024 (collectively the “Current Corporate Communications”)**

The English and Chinese versions of the Current Corporate Communications are now available on the website of the Company at [www.nwds.com.hk](http://www.nwds.com.hk) and the HKEXnews website at [www.hkexnews.hk](http://www.hkexnews.hk) (collectively, the “Websites”). You may access the Current Corporate Communications by clicking “Financial Reports” and “Announcements” under the “Investors” section and “Sustainability Report” under “Corporate Sustainability” section on the homepage of the website of the Company. If you have elected to receive the Corporate Communications<sup>(Note)</sup> in printed form, the printed copies of the Current Corporate Communications are enclosed.

If you would like to change your means of receipt and/or choice of language of future Corporate Communications, please complete the change request form on the reverse side of this notification (the “Change Request Form”) and return it to the Company’s branch share registrar and transfer agent in Hong Kong, Tricor Investor Services Limited, by post to 17/F., Far East Finance Centre, 16 Harcourt Road, Hong Kong (using the pre-paid mailing label provided at the bottom of the Change Request Form if posted in Hong Kong; otherwise, please affix an appropriate stamp) or by email to [is-ecom@hk.tricorglobal.com](mailto:is-ecom@hk.tricorglobal.com). The Change Request Form may also be downloaded from the Websites.

If you have elected to receive the Corporate Communications by electronic means through the website of the Company but for any reason have difficulty in receiving or gaining access to the Corporate Communications, the Company will promptly upon your written request send the printed copies to you free of charge.

Should you have any queries relating to this notification, please call the enquiry hotline of Tricor Investor Services Limited at (852) 2980 1333 from 9:00 a.m. to 5:00 p.m., Monday to Friday (excluding Hong Kong public holidays).

Yours faithfully,  
For and on behalf of  
**New World Department Store China Limited**  
**Chan Paul Hon Yin**  
Company Secretary

Note: “Corporate Communications” include any documents issued or to be issued by the Company for your information or action, including but not limited to directors’ report, annual accounts together with a copy of the auditor’s report and, where applicable, the summary financial report, interim report and, where applicable, the summary interim report, notice of meeting, listing document, circular, proxy form and sustainability report.

各位登記股東：

新世界百貨中國有限公司(「本公司」)

— (i) 2024年報、(ii)日期為2024年10月22日有關重選退任董事、發行股份及購回股份的一般授權及股東週年大會通告的通函、(iii)適用於2024年11月20日舉行的本公司股東週年大會的委任代表表格及(iv)可持續發展報告2024(統稱「本次公司通訊」)的發佈通知

本次公司通訊的英文及中文版本已上載於本公司網站([www.nwds.com.hk](http://www.nwds.com.hk))及披露易網站([www.hkexnews.hk](http://www.hkexnews.hk))(統稱「網站」)。閣下可於本公司網站首頁選擇「投資者關係」項下「財務報告」及「公告」,以及「企業可持續發展」項下「可持續發展報告」各欄分別閱覽本次公司通訊。如閣下已選擇收取公司通訊<sup>(附註)</sup>的印刷本,隨函附上本次公司通訊的印刷本。

如閣下擬更改收取日後公司通訊的方式及/或語言版本的選擇,請填妥本通知背頁的變更申請表格(「變更申請表格」),並寄回本公司香港股份過戶及登記分處卓佳證券登記有限公司,地址為香港夏慤道16號遠東金融中心17樓(如在香港投寄,可使用變更申請表格下方的已預付郵費的郵寄標籤;否則,請貼上適當郵資的郵票)或電郵至[is-ecom@hk.tricorglobal.com](mailto:is-ecom@hk.tricorglobal.com)。變更申請表格亦可於網站內下載。

如閣下已選擇透過本公司網站以電子方式閱覽公司通訊,但因任何理由於收取或接收公司通訊時遇到困難,本公司將在收到閣下的書面要求後立即向閣下免費寄發印刷本。

如閣下對本通知有任何疑問,請於星期一至星期五(香港公眾假期除外)上午9時至下午5時正致電卓佳證券登記有限公司查詢熱線(852)2980 1333。

代表  
新世界百貨中國有限公司  
公司秘書  
陳漢賢  
謹啟

2024年10月22日

附註:「公司通訊」包括任何由本公司發出或將發出于閣下參照或採取行動之文件,其中包括但不限於董事會報告、年度賬目連同核數師報告以及財務摘要報告(如適用)、中期報告及中期摘要報告(如適用)、會議通告、上市文件、通函、委任代表表格及可持續發展報告。



### CHANGE REQUEST FORM 變更申請表格

To: **New World Department Store China Limited (the "Company")**  
c/o Tricor Investor Services Limited  
17/F, Far East Finance Centre  
16 Harcourt Road, Hong Kong

致: **新世界百貨中國有限公司(「本公司」)**  
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

I/We have already received printed copies of the Current Corporate Communications in English/Chinese or have chosen to read the Current Corporate Communications published on the Websites.

本人/吾等已收到本次公司通訊之中/英文印刷本, 或已選擇閱覽登載於網站的本次公司通訊。

**I/We would like to change the choice of language version and/or means of receipt of all future Corporate Communications of the Company in the manner indicated below:**

本人/吾等希望更改選擇收取本公司所有日後公司通訊的語言版本及/或收取方式如下:

**(Please mark ONLY ONE "✓" of the following boxes)**

**(請僅在下列其中一個空格內劃上「✓」號)**

- to receive the printed copies in English only; or  
只收取英文印刷本; 或
- to receive the printed copies in Chinese only; or  
只收取中文印刷本; 或
- to receive the printed copies in both English and Chinese; or  
同時收取英文及中文印刷本; 或
- to access the Corporate Communications published on the website of the Company using electronic means in lieu of receiving printed copies, and to receive email notification of the publication of the Corporate Communications on the website of the Company to my/our email address at:  
透過本公司網站以電子方式收取公司通訊以替代印刷本, 並收取有關公司通訊已登載於本公司網站的電郵通知, 請發送至本人/吾等之電郵地址:

	(Note 5) (附註5)
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Name(s) of Shareholder(s): \_\_\_\_\_  
股東全名: \_\_\_\_\_  
*(Please use ENGLISH BLOCK LETTERS 請用英文正楷填寫)*

Signature: \_\_\_\_\_  
簽署: \_\_\_\_\_

Contact Telephone Number: \_\_\_\_\_  
聯絡電話號碼: \_\_\_\_\_

Date: \_\_\_\_\_  
日期: \_\_\_\_\_

Notes:  
附註:

- Please complete all your details clearly. For the avoidance of doubt, we do not accept any special instructions written on this Change Request Form.  
請 閣下清楚地填妥所有資料。為免存疑, 本公司概不接受任何書寫於變更申請表格上之額外指示。
- 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 Change Request Form in order to be valid.  
如屬聯名股東, 則本變更申請表格須由在本公司股東名冊上就聯名持有股份而其姓名列首位的股東簽署, 方為有效。
- Any Change Request Form with more than one box marked "✓", with no box marked "✓", with no signature or otherwise incorrectly completed will be void in full.  
如在本變更申請表格上以「✓」作出多於一項選擇、或未有以「✓」作出選擇、或未有簽署、或在其他方面填寫不正確, 則本表格將被作廢。
- Please note that both English and Chinese versions in printed form of all the Corporate Communications which we have sent to the shareholders of the Company in the past 12 months are available from the Company on request. They are also available on the Company's website at www.nwds.com.hk for five years from the date of first publication.  
本公司可因應要求提供於過去12個月內由本公司寄發予其股東之所有公司通訊之英文及中文印刷本, 該等公司通訊亦可從其首次登載起計的五年內於本公司網站www.nwds.com.hk內閱覽, 敬請垂注。
- If you do not provide your email address, a printed notification letter of the Corporate Communications, as enclosed herewith, will be sent to you by post at your address as appearing in the register of members of the Company or at any other address supplied by you to us for such purpose.  
如 閣下未有提供電郵地址, 我們將透過郵遞方式, 按 閣下於本公司的股東名冊上所示之地址或任何由 閣下向我們提供作該用途的地址, 向 閣下寄發公司通訊之通知信函的印刷本。
- Should you have any queries relating to this Change Request Form, please call the enquiry hotline at (852) 2980 1333.  
若 閣下對本變更申請表格有任何疑問, 請致電查詢熱線(852)2980 1333。

#### PERSONAL INFORMATION COLLECTION STATEMENT 收集個人資料聲明

- "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486章個人資料(私隱)條例(「私隱條例」)中「個人資料」的相同涵義。
- 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 instruction and/or requests as stated in this Change Request Form.  
閣下是自願向本公司提供個人資料。倘 閣下未能提供足夠資料, 本公司可能無法處理 閣下於本變更申請表格上所述的指示及/或要求。
- Your Personal Data may be disclosed or transferred by the Company to its subsidiaries, its branch share registrar and transfer agent in Hong Kong, and/or other companies or bodies for any of the stated purposes, and retained for such period as may be necessary for our verification and record purposes.  
本公司可就任何所說明的用途, 將 閣下的個人資料披露或轉移給本公司的附屬公司、其香港股份過戶及登記分處, 及/或其他公司或團體, 並將在該等可能有需要期間保留該等個人資料作吾等核實及紀錄用途。
- 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 made in writing to the Personal Data Privacy Officer of Tricor Investor Services Limited at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong.  
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。任何該等查閱及/或修改閣下個人資料的要求, 均應以書面方式向卓佳證券登記有限公司個人資料私隱主任(地址為香港夏愨道16號遠東金融中心17樓)提出。

(Please cut along the dotted line 請沿虛線剪下)



Please cut the mailing label and stick it  
on an envelope to return the Change Request Form to us.  
**No postage stamp is required for local mailing in Hong Kong.**  
閣下寄回變更申請表格時, 請將郵寄標籤剪貼於信封上。  
如在本港投寄, 毋須貼上郵票。

#### Mailing Label 郵寄標籤

**Tricor Investor Services Limited**  
卓佳證券登記有限公司  
Freepost No. 簡便回郵號碼: 10 GPO  
Hong Kong 香港  
**New World Department Store China Limited**  
新世界百貨中國有限公司  
(825)