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# ELECTION OF LANGUAGE AND MEANS OF RECEIPT OF CORPORATE COMMUNICATIONS

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## FIRST PACIFIC COMPANY LIMITED

第一太平洋有限公司

(Incorporated with limited liability under the laws of Bermuda)

Website: [www.firstpacific.com](http://www.firstpacific.com)

(Stock Code: 00142)

31 August 2020

Dear New Shareholder,

### Election of Language and Means of Receipt of Corporate Communications

We are writing to ascertain your preference in relation to the language and means of receipt of our future corporate communications ("Corporate Communications"), which refer to any document(s) issued or to be issued by us for information or action of any holders of our securities, including but not limited to (a) our directors' report, our annual accounts and the auditor's report and, where applicable, our summary financial report; (b) our interim report and, where applicable, summary interim report; (c) notices of meetings; (d) listing documents; (e) circulars; and (f) proxy forms.

First Pacific Company Limited (the "Company") will make available the following options for you to elect for receipt of future Corporate Communications of the Company:

- (1) to read all future Corporate Communications published on the Company's website at [www.firstpacific.com](http://www.firstpacific.com) (the "Website Version") in place of receiving printed copies, and to receive email notification or a notification letter of the publication of each relevant Corporate Communication on the Company's website; or
- (2) to receive printed English version of all future Corporate Communications only; or
- (3) to receive printed Chinese version of all future Corporate Communications only; or
- (4) to receive both printed English and Chinese versions of all future Corporate Communications.

In support of environmental protection and for the purpose of saving printing and mailing costs, the Company recommends you to select the Website Version. In order to make your election, please complete and sign the Reply Form enclosed with this letter and send it to the Company c/o Computershare Hong Kong Investor Services Limited (the "Hong Kong Branch Share Registrar"). Please use the mailing label and, if posted in Hong Kong, you do not need to affix a stamp when returning. Otherwise, please affix an appropriate stamp. The address of the Hong Kong Branch Share Registrar is at 17M Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong. You may alternatively reply by email with a scanned copy of the Reply Form, to [firstpacific.ecom@computershare.com.hk](mailto:firstpacific.ecom@computershare.com.hk).

**If the Company does not receive the enclosed Reply Form duly completed and signed or does not receive a response indicating your objection to accessing Corporate Communications by electronic means through the Company's website by 10 October 2020, you will be deemed to have elected website communication only, instead of receiving the printed version of Corporate Communications, unless and until you inform the Company by at least 7 days' prior written notice (sent to the Hong Kong Branch Share Registrar (at the address stated above) or by email to [firstpacific.ecom@computershare.com.hk](mailto:firstpacific.ecom@computershare.com.hk)) that you wish to receive the printed version of future Corporate Communications.**

If you have elected (or are deemed to have elected) website communication, we will send you an email notification (if your email address has been provided to us) or a letter by post notifying you of the publication of each Corporate Communication on the Company's website.

You have the right at any time by at least 7 days' prior written notice to the Company c/o the Hong Kong Branch Share Registrar (at the address stated above) or by email to [firstpacific.ecom@computershare.com.hk](mailto:firstpacific.ecom@computershare.com.hk) to change the choice of language and/or means of receipt of future Corporate Communications. Even if you have elected (or are deemed to have elected) to receive all future Corporate Communications using electronic means but for any reason have difficulty in receiving or gaining access to the Website Version of a Corporate Communication, the Company will promptly upon your request send the Corporate Communication in printed form to you free of charge.

Please note that (a) printed copies of the English and/or Chinese versions of all future Corporate Communications will be available from the Company or the Hong Kong Branch Share Registrar on request; and (b) the same will also be available on the Company's website at [www.firstpacific.com](http://www.firstpacific.com) and the HKExnews website at [www.hkexnews.hk](http://www.hkexnews.hk).

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

Thank you in advance for your prompt attention to this matter.

Yours faithfully,  
For and on behalf of  
**First Pacific Company Limited**  
Nancy L.M. Li  
Company Secretary

