ELECTION OF LANGUAGE AND MEANS OF RECEIPT OF CORPORATE COMMUNICATIONS



FIRST PACIFIC COMPANY LIMITED

第一太平有限公司

(Incorporated with limited liability under the laws of Bermuda)

Website: www.firstpacific.com (Stock Code: 00142)

Dear Shareholder(s),

20 September 2023

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")[#].

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:

- to read all future Corporate Communications published on the Company's website at <u>www.firstpacific.com</u> (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**"), at 17M Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong by post or by hand. If you post your reply in Hong Kong, you may use the mailing label provided at the bottom of the Reply Form and you do not need to affix a stamp when returning. Otherwise, please affix an appropriate stamp. You may also send an email with a scanned copy of the completed and signed Reply Form to <u>firstpacific.ecom@computershare.com.hk</u>. The Reply Form may also be downloaded from the Company's website at <u>www.firstpacific.com</u> or the HKEXnews website at <u>www.hkexnews.hk</u>.

If the Company does not receive the duly completed and signed Reply Form or does not receive a response indicating your objection to accessing Corporate Communications by electronic means through the Company's website by 20 October 2023, you will be deemed to have elected the Website Version 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 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) the Website Version, 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 <u>firstpacific.ecom@computershare.com.hk</u> 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, 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 <u>www.firstpacific.com</u> and the HKEXnews website at <u>www.hkexnews.hk</u>.

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.

Yours faithfully, For and on behalf of **First Pacific Company Limited Chiu Wing Man, Fiona** *General Counsel and Company Secretary*

[#] Corporate Communications refer to any documents 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' reports, the annual accounts together with the auditor's reports and, where applicable, summary financial reports; (b) the interim reports and, where applicable, summary interim reports; (c) notices of meetings; (d) listing documents; (e) circulars; and (f) proxy forms.

┿

REPLY FORM 回條		
To: First Pacific Company Limited (the "Company") (Stock Code : 00142) c/o Computershare Hong Kong Investor Services Limited 17M Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong	致: 第一太平有限公司(「本 ; (股份代號:00142) 經香港中央證券登記有限; 香港灣仔皇后大道東183 合和中心17M 樓 opprany ("Corporate Communications")) in the reasons as indicated below	公司 號
I/We would like to receive future Corporate Communications' of the CC 本人/我們希望以下列方式收取 貴公司日後之公司通訊"(「公 (Please mark a "X" in ONLY ONE of the following boxes 請僅在		
to read the Website Version of all future Corporate C receive an email notification or a notification letter o 瀏覽在本公司網站(<u>www.firstpacific.com</u>)登載的所有 Email Address 電郵地址 (The Company will send to the email add If no email address is provided, only a n address in ENGLISH BLOCK LETTERS. (本公司日後會在公司通訊於本公司網知	Communications published on the Company's website at <u>www.firstr</u> of the publication of each Corporate Communication on the Company 百日後公司通訊 網上版本 ,以代替收取印刷本,並收取有關公司通言 tress provided above (if any) a notification of availability of Corporate cotification letter of publication of Corporate Communications on the and the email address is used for notification of release of Corporate k登載時發出通知至以上提供之電郵地址(如有)。如末有提供電郵地 電郵地址僅供用作通知公司通訊已登載。)	y's website; OR R已在本公司網站登載的電郵通知或通知信函; 或 Communications on the Company's website in the futu Company's website will be sent. <u>Please provide the em</u> Communications only.)
to receive printed English version of all future Corp 僅收取所有日後公司通訊之英文印刷本:或 to receive printed Chinese version of all future Corp 僅收取所有日後公司通訊之中文印刷本:或 to receive both printed English and Chinese version 同時收取所有日後公司通訊之英文及中文印刷本。	porate Communications ONLY; OR	
Name: 姓名:	Signature: 簽名:	
Contact telephone number: 聯絡電話號碼:	Date: 日期:	
 仕本公司之網站立要報題訊又扦间间 阁 广苑设所有日 (或之可)還酮, * Xfi By electing to read the Website Version of future Corporate Communication in pinited form. 在邊澤灣覺在本公司網站登載之日後公司通訊網上版本以代替收取印扇 If your shares are held in joint names, the shareholder whose name stands fn 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 The above election will apply to all future Corporate Communications to be registrar in Hong Kong. Computershare Hong Kong Investor Services Limit 上述選擇適用於給予本公司股東之所有日後公司通訊,直至 閣下透数的事先書面通知或電節至 firstpacific.ecom@computershare.com.hk 另作) For the avoidance of doubt, we do not accept any other instructions given on 為免存疑, 任何在本回線上的額外指示,本公司將不予處理。 Shareholders are entitled to change the choice of means of receipt and/or lan Kong in the form and manner provided in note 5 above. 股東有權纖密接上述的描述 5 規定之格式及方式透過本公司之股份過戶至 	rst on the Register of Members of the Company in respect of the joint holding should sign t 为其整名位为首位的振氓被害。 方為有效。 given to shareholders of the Company until you notify otherwise by giving at least 7 days lead, 17M Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong or by ema 鲁本公司之股份過戶登記處香港分處香港中央證券登記有限公司 (地址為香港灣仔皇 選擇為止。	に この よ この この よ い ま な い ま な し に た い の い た い た い た い た い た い た い た い の い た い た い の い た い た い た い た い の い た い い た ン が た 、 、 ち る れ い ち る 本 つ ま ま っ て い ち る っ い ち る っ い ち る っ い ち る っ い ち こ っ い た っ 、 い た っ 、 い た っ 、 い う い っ い っ い っ い っ い っ い っ い っ い っ い っ い っ い っ
Your supply of Personal Data is on a voluntary basis for the purpose of receiving Ordinance, Chapter 486 of the Laws of Hong Kong ("PDPO"), which may include verification purposes. You have the right to request access to and/or correction of your Personal Data in ac means: 閣下是自顧提供個人資料,以便按 閣下選擇的方式收取公司通訊。「個人資 於) 閣下的電話號碼 及電郵地址。 閣下跨個人資料將在本公司為記錄及起	治有關查閱及/或改正 閣下個人資料的要求,應按以下其中一種方式以書面提出 郵寄至: 香港灣仔皇后大道東183	n of your Personal Data should be in writing by either of the followin 《 私陽條例 》」)中「個人資料」的涵義相同,可包括(但不) : : 號合和中心 17M 樓 ;可
-,		
Mailing Label 郵寄標籤 omputershare Hong Kong Investor Services Limited 香港中央證券登記有限公司	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 .	Get in touch with us 與我們聯 Send us an enquiry 查詢 Rate our service 評價 Lodge a complaint 投訴
Freepost No. 簡便回郵號碼:37 Hong Kong 香港	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。	。 Contact Us 聯絡我們