



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)

NOTIFICATION LETTER

26 April 2024

Dear Registered Shareholder(s),

First Pacific Company Limited (the “Company”)

A. Notice of Publication of 2023 Annual Report, Circular dated 26 April 2024, Notice of Annual General Meeting (“AGM”) and Form of Proxy (the “Current Corporate Communications”) and 2023 Environmental, Social and Governance Report (“ESG Report”)

The English and Chinese versions of the Company’s Current Corporate Communications are available on the Company’s website at www.firstpacific.com and the HKEXnews website at www.hkexnews.hk.

Pursuant to new Rule 2.07A¹ of the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited (the “Listing Rules”) and the Company’s bye-laws, the Company will disseminate the future corporate communications of the Company (the “Corporate Communications”²) to its Shareholders³ electronically and only send Corporate Communications in printed form to the Shareholders upon request. For new Shareholder(s), please refer to the section titled “ARRANGEMENTS” in this letter for details regarding the arrangements that have been implemented since 26 January 2024. If you are existing Shareholder and have chosen to receive the Corporate Communications in printed form, the arranged printed form of the Current Corporate Communications are enclosed. If you have any difficulty in receiving or gaining access to the Current Corporate Communications for any reason, we will, upon receipt of your written request, send the Current Corporate Communication of your choice of language in printed form to you free of charge as soon as possible; please write to 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 or by email to firstpacific.ecom@computershare.com.hk.

The ESG Report is published in electronic form only on the Company’s website at www.firstpacific.com and the HKEXnews website at www.hkexnews.hk. You may access the ESG Report by clicking “ESG Reports” under the “Sustainability” section of the Company’s website.

B. AGM

The Company’s AGM will be held at Edinburgh Room to Alexandra Room, 2nd Floor, Mandarin Oriental Hong Kong, 5 Connaught Road Central, Hong Kong on Friday, 14 June 2024 at 2:30 p.m. Shareholders who wish to appoint proxy(ies) to attend and vote in their stead at the AGM, please complete, sign and deposit the Form of Proxy at the Hong Kong Branch Share Registrar (at the address stated above) following the instructions as provided in the Form of Proxy. The Form of Proxy can be downloaded from the Company’s website at www.firstpacific.com and the HKEXnews website at www.hkexnews.hk.

Please note that there will be no serving of food or drinks to the attendees of the AGM.

ARRANGEMENTS

1. Actionable Corporate Communications⁴

The Company will send the Actionable Corporate Communications to its Shareholders individually in electronic form by email. If the Company does not possess the email address of a Shareholder or the email address provided is not functional⁵, the Company will send the Actionable Corporate Communications in printed form together with a request form for soliciting the Shareholder’s functional email address to facilitate electronic dissemination of Actionable Corporate Communications in the future.

2. Corporate Communications

The Company will make all Corporate Communications, in both English and Chinese, available on its website at www.firstpacific.com and the HKEXnews website at www.hkexnews.hk.

A notice of publication of the Website Version⁶ of Corporate Communications, in both English and Chinese, will be sent by the Company to Shareholders by email or by post (if the Company does not possess the functional email address of a Shareholder) on or after the publication date of the Corporate Communications (as the case may be).

3. Provision of Electronic Contact Details

To facilitate electronic communication by email, the Company recommends you to complete and sign the attached Reply Form and return it by email to firstpacific.ecom@computershare.com.hk or by post/by hand to the Hong Kong Branch Share Registrar at 17M Floor, Hopewell Centre, 183 Queen’s Road East, Wanchai, Hong Kong. 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. For those Shareholders who receive this letter in printed form, you may provide your email address by scanning your personalised QR code printed on the enclosed Reply Form. The Reply Form may also be downloaded from the Company’s website at www.firstpacific.com or the HKEXnews website at www.hkexnews.hk.

It is the responsibility of the Shareholders to provide an email address that is functional. If the Company does not possess the email address of a Shareholder or if the email address provided is not functional, the Company will act according to the above arrangements set out in paragraphs 1 and 2 above. The Company will be considered to have complied with the Listing Rules if it sends Actionable Corporate Communications to the email address provided by a Shareholder without receiving any “non-delivery message”, unless Shareholders have indicated to receive printed version (see paragraph 4 below).

Shareholders should promptly advise the Hong Kong Branch Share Registrar of their change in email address.

4. Request for Actionable Corporate Communications and Corporate Communications in Printed Form

For those Shareholders who wish to receive a printed version of Actionable Corporate Communications and Corporate Communications or, if for any reason, have difficulty in gaining access to the Company's website, the Company will, upon receipt of request in writing by the Shareholder to the Hong Kong Branch Share Registrar (at the address stated above) or by email to firstpacific.ecom@computershare.com.hk, send the Actionable Corporate Communications and Corporate Communications to such Shareholders in printed form free of charge.

Shareholders should note that a request will be valid for one (1) year from the date of such request unless being revoked. A new annual written instruction will be required if a Shareholder prefers to continue receiving printed version(s) of future Actionable Corporate Communications and Corporate Communications.

Details of the arrangements (i) for dissemination of Actionable Corporate Communications and Corporate Communications and (ii) for requesting printed copy of Actionable Corporate Communications and Corporate Communications are published under the section of "Investor Relations" in the Company's website at www.firstpacific.com. The above-mentioned arrangements are subject to change from time to time. Shareholders should check on the Company's website at www.firstpacific.com for updates on the arrangements.

Should you have any queries relating to this letter, please contact the Hong Kong Branch Share Registrar at (852) 2862 8688 during business hours from 9:00 a.m. to 6:00 p.m. (Hong Kong time), Mondays to Fridays, excluding Hong Kong public holidays.

Notes:

¹ *With effect from 31 December 2023.*

² *Corporate Communications include any documents issued or to be issued by the Company for the information or action of holders of any of its securities or the investing public, including but not limited to (a) the directors' report, the annual accounts together with the independent auditors' report and, where applicable, its summary financial reports; (b) the interim report and, where applicable, its summary interim reports; (c) notices of meetings; (d) listing documents; (e) circulars; and (f) proxy forms.*

³ *Holder(s) of the Share(s) of the Company.*

⁴ *Actionable Corporate Communications refer to any corporate communications that seek instructions from the Shareholders of the Company on how they wish to exercise their rights or make elections as the Company's Shareholders.*

⁵ *It is the responsibility of a Shareholder to provide email address that is functional. The Company will be considered to have complied with the Listing Rules if it sends Actionable Corporate Communications to the email address provided by a Shareholder without receiving any "non-delivery message".*

⁶ *The version of Corporate Communications being published, in both English and Chinese, on the Company's website and the HKEXnews website.*

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

