



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

7 August 2024

Dear Registered Shareholder(s),

First Pacific Company Limited (the “Company”)

A. Notice of Publication of Circular dated 7 August 2024, Notice of Special General Meeting (the “SGM”) and Form of Proxy (the “Current Corporate Communications”)

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 Communications 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.

B. SGM

Please be reminded that the SGM will be held as a virtual meeting using electronic system, organised at the Company’s principal office in Hong Kong on Thursday, 22 August 2024 at 11:00 a.m. which allows Shareholders to participate in and vote at the SGM through online access by visiting a meeting website. Shareholders who wish to appoint proxy(ies) to participate and vote in their stead at the SGM, 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.

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

REPLY FORM 回條

To: Computershare Hong Kong Investor Services Limited
(the "Hong Kong Branch Share Registrar")
17M Floor, Hopewell Centre
183 Queen's Road East, Wanchai, Hong Kong

致: 香港中央證券登記有限公司
("股份過戶登記處香港分處")
香港灣仔皇后大道東 183 號
合和中心 17M 樓

(Please choose ONLY ONE of the options below)
(請從以下選項中只選擇其中一項)

Option 1: Provide your email address for receipt of future Actionable Corporate Communications# and/or Corporate Communications* of the Company via electronic dissemination by scanning your personalised QR code
Option 1: 掃碼 閣下專屬二維碼提供 閣下之電子郵件地址，以接收公司通過電子方式發佈的日後的可供採取行動的公司通訊#及/或公司通訊*
You are NOT required to return this Reply Form if you choose Option 1.
如選擇了選項 1，閣下毋須交回本回條。

Option 2: I/we hereby provide my/our email address in writing for receipt of future Actionable Corporate Communications# and/or Corporate Communications* of the following listed company (the "Company") via electronic dissemination
Option 2: 本人/吾等現以書面提供本人/吾等之電子郵件地址，以確保收到以下上市公司 ("本公司") 通過電子方式發佈的日後的可供採取行動的公司通訊#及/或公司通訊*
Name of securities holder(s) 證券持有人姓名:
Name of the listed company 上市公司名稱:
First Pacific Company Limited (Stock Code: 00142)
第一太平洋有限公司 (股份代號: 00142)
Email address 電郵地址:

Option 3: I/we hereby request for receipt of future Actionable Corporate Communications# and/or Corporate Communications* in printed form and noted that this instruction is valid only for one (1) year starting from the receipt date of instruction.
Option 3: 本人/吾等現要求收取日後可供採取行動的公司通訊#及/或公司通訊*印刷版，並已知悉本指示由收取指示日期起計一年內有效。
English Version 英文版本
Chinese Version 中文版本
English and Chinese Version 英文及中文版本

Signature(s): (Notes 1) 簽名: (附註 1)
Contact number: 聯絡電話號碼:
Date: 日期:

Notes 附註:
1. Please complete all your details clearly. If your shares are held in joint names, all of the joint shareholders should jointly sign this Reply Form in order to be valid.
2. Any Reply Form with no signature or otherwise incorrectly completed will be void.
3. If the Company does not receive a functional email address in your reply, you will be unable to receive notifications regarding the publication of Corporate Communications*.
4. If you provide more than one email address by QR code, email, reply form and/or other means, only the latest one email address provided will be registered.
5. If you mark "✓" in the box in Option 3, no email address will be registered and only Actionable Corporate Communications# and/or Corporate Communications* in printed form will be received.
PERSONAL INFORMATION COLLECTION STATEMENT 收集個人資料聲明

(i) "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").
(ii) Your Personal Data provided in this Reply Form will be used in connection with, including but not limited to, the Company's electronic dissemination of Actionable Corporate Communications# and/or Corporate Communications* and to liaise with you on other matters relating to your holdings in the Company.
(iii) Your Personal Data may be disclosed or transferred by the Company to its subsidiaries, the Hong Kong Branch Share Registrar, and/or other companies or bodies for any of the stated purposes, or when it is required to do so by law and will be retained for such period as may be necessary for our verification and record purposes.
(iv) You have the right to request access to and/or correction of your Personal Data in accordance with the provisions of the PDPO.

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 form to us.
No postage stamp necessary if posted in Hong Kong.
當閣下寄回此回條時，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。