

29th April, 2024

Dear registered shareholder(s),

**Notification of publication of 2023 Annual Report, Circular dated 29th April, 2024  
and Proxy Form (collectively, the “Current Corporate Communications”)  
and Arrangement of Electronic Dissemination of Corporate Communications**

**Notification of publication of the Current Corporate Communications**

The English and Chinese versions of the Current Corporate Communications of Regal Hotels International Holdings Limited (the “Company”) are available on the Company’s website at [www.regal.com.hk](http://www.regal.com.hk) and the HKEXnews website at [www.hkexnews.hk](http://www.hkexnews.hk). If you would like to receive a printed version of the Current Corporate Communications, please notify the Company’s Hong Kong branch registrar (the “Branch Registrar”), Computershare Hong Kong Investor Services Limited, at 17M Floor, Hopewell Centre, 183 Queen’s Road East, Wan Chai, Hong Kong, in writing or send an email to [regal@computershare.com.hk](mailto:regal@computershare.com.hk) and the Company will promptly upon your request send the Current Corporate Communications in printed form to you free of charge.

**Arrangement of Electronic Dissemination of Corporate Communications**

Pursuant to Rule 2.07 of the Rules Governing The Listing of Securities on The Stock Exchange of Hong Kong Limited under the expansion of paperless listing regime and electronic dissemination of corporate communications that came into effect on 31st December, 2023, the Bye-laws of the Company and the Companies Ordinance (Chapter 622 of the Laws of Hong Kong), the Company is writing to inform you that the Company has adopted electronic dissemination of corporate communications (the “Corporate Communications”), which mean 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’ report, its annual accounts together with a copy of the auditor’s report and, where applicable, its summary financial report; (b) the interim report and, where applicable, its summary interim report; (c) a notice of meeting; (d) a listing document; (e) a circular and (f) a proxy form.

Please note that both the English and Chinese versions of all future Corporate Communications will be available electronically on the website of the Company at [www.regal.com.hk](http://www.regal.com.hk) and the HKEXnews website at [www.hkexnews.hk](http://www.hkexnews.hk) in place of printed copies.

Solicitation of electronic contact details

To ensure timely receipt of the latest Corporate Communications and Actionable Corporate Communications (*Note*), the Company recommends you provide your email address by completing, signing and returning the enclosed reply form (the “Reply Form”) to the Branch Registrar at 17M Floor, Hopewell Centre, 183 Queen’s Road East, Wan Chai, Hong Kong.

**If the Company does not receive the duly completed and signed Reply Form or any response in writing indicating any objection from you by 27th May, 2024, and until you inform the Branch Registrar, you are deemed to have consented to read all future Corporate Communications published on the website of the Company at [www.regal.com.hk](http://www.regal.com.hk) (the “Website Version”), and a notification of the publication of the Corporate Communications on the Company’s website will be sent to you in the future.**

**If you elect to receive the Website Version of future Corporate Communications, you are requested to provide an email address in the Reply Form for the purpose of receiving (i) email notifications for the publication of the relevant Corporate Communications on the website of the Company as and when the Corporate Communications are published on the website of the Company and (ii) all future Actionable Corporate Communications (*Note*) in electronic form from the Company. If no valid and functional email address is provided by you in the Reply Form or if you are otherwise deemed to have consented to receive the Website Version of future Corporate Communications, the Company will send to you by post at your address as appearing in the Company’s register of members maintained by the Branch Registrar, (i) a notification letter for the publication of the Corporate Communications on the website of the Company and (ii) all future Actionable Corporate Communications in printed form, until such time when you have provided a valid and a functional email address to the Branch Registrar for receiving the same.**

If you want to receive future Corporate Communications in printed form, please complete the enclosed Reply Form and send it to the Branch Registrar or send an email to [regal@computershare.com.hk](mailto:regal@computershare.com.hk) specifying your name, address and request to receive the Corporate Communications in printed form. Please note that such instruction shall be valid for one year starting from the receipt date of your instruction and will expire thereafter.

Should you have any queries relating to this letter, please contact the Branch 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.

Yours faithfully,  
For and on behalf of  
**Regal Hotels International Holdings Limited**  
**Eliza Lam Sau Fun**  
Company Secretary

*Note: Actionable Corporate Communication is any corporate communication that seeks instructions from issuer’s securities holders on how they wish to exercise their rights or make an election as the issuer’s securities holder.*

各位登記股東:

二零二三年年報、日期為二零二四年四月二十九日之通函  
及委任代表表格(統稱「本次公司通訊」)之發佈通知  
及以電子方式發佈公司通訊之安排

**本次公司通訊之發佈通知**

Regal Hotels International Holdings Limited (「本公司」) 本次公司通訊的英文及中文版本已登載於本公司網站 [www.regal.com.hk](http://www.regal.com.hk) 及香港交易所披露易網站 [www.hkexnews.hk](http://www.hkexnews.hk)。如閣下欲收取本次公司通訊的印刷版本，閣下可以書面方式通知本公司的香港股份登記過戶分處(「股份登記過戶分處」) 香港中央證券登記有限公司，地址為香港灣仔皇后大道東 183 號合和中心 17M 樓，或電郵至 [regal@computershare.com.hk](mailto:regal@computershare.com.hk)，及本公司將於收到閣下通知後，盡快向閣下發送有關本次公司通訊文件的印刷本，費用全免。

**以電子方式發佈公司通訊之安排**

根據香港聯合交易所有限公司證券上市規則第 2.07 條已於二零二三年十二月三十一日起生效的擴大無紙化制度及以電子方式發佈公司通訊規定下，本公司的細則以及公司條例(香港法例第 622 章)，本公司謹此通知閣下，本公司已採用以電子方式發佈公司通訊(「公司通訊」)之安排，該公司通訊是指本公司為向其任何證券持有人提供資訊或提醒其採取行動而發佈或將要發佈的任何文件，包括但不限於(a)董事會報告、年度帳目以及核數師報告副本以及(如適用)財務摘要報告；(b)中期報告及其中期報告摘要(如適用)；(c)會議通知；(d)上市文件；(e)通函和(f)委任代表表格。

請注意，所有日後公司通訊的英文及中文版本將在本公司網站 [www.regal.com.hk](http://www.regal.com.hk) 和香港交易所披露易網站 [www.hkexnews.hk](http://www.hkexnews.hk) 上提供，以代替印刷本。

**徵集電子聯絡資料**

為確保及時收到最新的公司通訊及可供採取行動的公司通訊(附註)，本公司建議閣下透過填妥、簽署本函隨附之回條(「回條」)並交回股份登記過戶分處，地址為香港灣仔皇后大道東 183 號合和中心 17M 樓，以提供閣下的電郵地址。

倘若本公司於二零二四年五月二十七日之前尚未收到閣下已填妥並簽署之回條或表示反對之任何書面回覆，閣下將被視為已同意瀏覽於本公司網站 [www.regal.com.hk](http://www.regal.com.hk) (「網上版本」) 上的所有公司通訊，而本公司日後將向閣下發送已在本公司網站登載的公司通訊之通知。

如閣下選擇接收日後公司通訊的網上版本，閣下需要在回條中提供電郵地址，以便接收(i) 當公司通訊登載於本公司網站時有關公司網站發佈相關公司通訊的電郵通知，以及(ii) 本公司日後以電子形式發佈的所有可供採取行動的公司通訊(附註)。若閣下在回條中沒有提供有效且可用的電郵地址，或閣下被視為已同意接收日後公司通訊的網上版本，本公司將根據股份登記過戶分處所存置的股東名冊上所示的地址透過郵寄方式向閣下發送(i) 在本公司網站上發佈公司通訊的通知函及(ii) 所有日後可供採取行動的公司通訊的印刷本，直至閣下向股份登記過戶分處提供有效且可用的電郵地址以接收該等公司通訊。

若閣下希望收取日後公司通訊之印刷本，請填妥隨附之回條並交回股份登記過戶分處或發送電郵至 [regal@computershare.com.hk](mailto:regal@computershare.com.hk)，並註明閣下的姓名、地址以及收取公司通訊印刷本的要求。請注意，收取日後公司通訊印刷本之指示由收悉閣下指示當日起計一年內有效，此後將逾期。

閣下如對本函件有任何疑問，請於辦公時間星期一至星期五(香港公眾假期除外)上午九時正至下午六時正(香港時間)致電股份登記過戶分處(852) 2862 8688 查詢。

代表  
**Regal Hotels International Holdings Limited**  
公司秘書  
林秀芬  
謹啟

二零二四年四月二十九日

附註：「可供採取行動的公司通訊」指任何涉及要求發行人的證券持有人指示其擬如何行使其有關證券持有人的權利或作出選擇的公司通訊。

