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**NOTIFICATION LETTER 通知信函**

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29th April, 2021

Dear Non-registered Shareholder<sup>(1)</sup>,

**Regal Hotels International Holdings Limited (“Regal”)  
- Notification of publication of 2020 Annual Report and Circular dated 29th April, 2021**

The subject Annual Report and Circular (together, the “Current Corporate Communications”), in both English and Chinese versions, are available on the website of Regal at [www.regal.com.hk](http://www.regal.com.hk). You may access the respective Current Corporate Communications by clicking “Annual Reports” and “Circulars” under “Financial Information & Corporate Communications” of Regal’s website.

If you wish to receive printed copies of the Current Corporate Communications, please complete and sign the Request Form on the reverse side and then return it to Regal’s Hong Kong Branch Registrar, Computershare Hong Kong Investor Services Limited, at 17M Floor, Hopewell Centre, 183 Queen’s Road East, Wan Chai, Hong Kong by post using the mailing label (for pre-paid postage in Hong Kong) at the bottom of the Request Form. The Request Form may also be downloaded from Regal’s website.

Please note that by completing and returning the Request Form to request for the printed version of the Current Corporate Communications, you will expressly indicate that your instruction to receive printed version will apply to all future Corporate Communications<sup>(2)</sup> of Regal to be sent to you until you notify Regal’s Hong Kong Branch Registrar to the contrary or you cease to hold any shares of Regal.

Should you have any queries relating to this notification, please do not hesitate to call the enquiry hotline at (852) 2862 8688 from 9:00 a.m. to 6:00 p.m. (Monday to Friday, excluding public holidays) or send email to [regal@computershare.com.hk](mailto:regal@computershare.com.hk).

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

*Notes: (1) This notification letter is addressed to “Non-registered Shareholder”, which means such person or company whose shares are held in The Central Clearing and Settlement System (CCASS) and who has notified Regal from time to time through Hong Kong Securities Clearing Company Limited to receive Corporate Communications.*

*(2) “Corporate Communications” refer to any documents issued or to be issued by Regal for information or action of holders of any of its securities, including but not limited to, the directors’ report and annual accounts together with a copy of the auditors’ report, the interim report, a notice of meeting, a listing document, a circular and a proxy form.*

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各非登記股東<sup>(1)</sup>：

**Regal Hotels International Holdings Limited (「富豪」)  
- 二零二零年年報及日期為二零二一年四月二十九日之通函之發佈通知**

標題所述之年報及通函(統稱「本次公司通訊」)，均備有英文及中文版本，已登載於富豪網站 [www.regal.com.hk](http://www.regal.com.hk)。閣下可於富豪網站之標題為「財務資料及公司通訊」一節內按「年報」及「通函」分別瀏覽本次公司通訊。

如閣下欲收取本次公司通訊之印刷本，請填妥及簽署本函背面之申請表格以及使用申請表格底部隨附之郵寄標籤(已預付在香港投寄之郵費)寄回富豪在香港之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。申請表格亦可於富豪網站內下載。

請注意，當閣下填寫及寄回申請表格以索取本次公司通訊之印刷本後，即表示確認閣下收取印刷本之指示將適用於富豪今後之所有公司通訊<sup>(2)</sup>，直至閣下通知富豪在香港之股份登記過戶分處另外之安排或停止持有富豪的股份。

閣下如就本通知有任何疑問，請於上午九時至下午六時(星期一至星期五，公眾假期除外)，致電查詢熱線(852) 2862 8688或電郵至 [regal@computershare.com.hk](mailto:regal@computershare.com.hk)。

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

二零二一年四月二十九日

附註：(1) 此函件乃向富豪之非登記之股東(指股份存放於中央結算及交收系統的人士或公司，並透過香港中央結算有限公司不時向富豪發出通知，希望收取公司通訊)發出。

(2) 「公司通訊」指富豪發出或將會發出以供其任何證券的持有人參照或採取行動的任何文件，其中包括但不限於董事會報告及年度賬目(連同核數師報告)、中期報告、會議通告、上市文件、通函及委任代表表格。



**REQUEST FORM 申請表格**

**To: Regal Hotels International Holdings Limited**  
("Regal") (Stock Code: 78)  
c/o Computershare Hong Kong Investor Services Limited  
17M Floor, Hopewell Centre, 183 Queen's Road East  
Wan Chai  
Hong Kong

**致: Regal Hotels International Holdings Limited**  
("富豪") (股份代號: 78)  
轉交香港中央證券登記有限公司  
香港灣仔皇后大道東183號  
合和中心17M樓

I/We would like to receive the current and future Corporate Communications of Regal in the manner as indicated below:  
本人/吾等希望以下列方式收取富豪本次及今後刊發之公司通訊:

(Please tick ("✓") ONLY ONE of the following boxes. 請在其中一個空格內加「✓」號。)

- To receive **printed English version only**;  
只收取英文版印刷本;
- To receive **printed Chinese version only**;  
只收取中文版印刷本;
- To receive **BOTH printed English and Chinese versions**.  
同時收取中、英文版印刷本。

Signature(s): \_\_\_\_\_ Contact telephone number: \_\_\_\_\_ Date: \_\_\_\_\_  
簽署: \_\_\_\_\_ 聯絡電話: \_\_\_\_\_ 日期: \_\_\_\_\_

**Notes 附註:**

- Please complete all your details clearly. Any form with more than one box marked tick, with no box marked tick, with no signature or otherwise incorrectly completed will be void.  
請 閣下清楚填妥所有資料。如在本表格作出超過一項選擇、或未有作出選擇、或未有簽署、或在其他地方填寫不正確,則本表格將會作廢。
- The above instruction will apply to all future Corporate Communications of Regal to be sent to you. For the avoidance of doubt, we do not accept any other instruction given on this Request Form.  
上述指示將適用於今後富豪刊發的所有公司通訊文件。為免存疑,任何在本申請表格上的額外指示,將不予處理。

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 Request Form to us.  
**No postage is necessary if posted in Hong Kong.**  
當 閣下寄回本申請表格時,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。

**Get in touch with us 與我們聯繫**

Send us an enquiry 查詢  
Rate our service 評價  
Lodge a complaint 投訴

Contact Us 聯繫我們  
www.computershare.com/hk/contact