



## Greentown Service Group Co. Ltd.

### 綠城服務集團有限公司

(A company incorporated under the laws of the Cayman Islands with limited liability)

(根據開曼群島法律註冊成立的有限公司)

(Stock Code 股份代號: 2869)

24 April 2026

Dear non-registered shareholder(s),

#### Reminder Letter regarding the Arrangement of Electronic Dissemination of Corporate Communications

With reference to the notification letter of Greentown Service Group Co. Ltd. (the “Company”) dated 8 March 2024 titled “Arrangement of Electronic Dissemination of Corporate Communications”, the Company is writing to remind you that the Company has adopted electronic dissemination of corporate communications (the “Corporate Communications”), which means 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 auditors’ 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.lvchengfuwu.com](http://www.lvchengfuwu.com) and the HKEXnews website at [www.hkexnews.hk](http://www.hkexnews.hk) in place of printed copies. You need to proactively check the Company’s website and the HKEXnews website to keep up with the publication of Corporate Communications.

**The Company has not received your functional email address from the Intermediaries. As a non-registered shareholder, you should liaise with your bank(s), broker(s), custodian(s), nominee(s) or HKSCC Nominees Limited through which your Shares are held (collectively, the “Intermediaries”) and provide your email address to your Intermediaries.**

If you want to receive the Corporate Communications in printed form, please complete and return the reply form on the reverse side of this letter to the Company’s Hong Kong share registrar (the “Share Registrar”), Computershare Hong Kong Investor Services Limited, at 17M Floor, Hopewell Centre, 183 Queen’s Road East, Wanchai, Hong Kong or send an email to [gsg.h.com@computershare.com.hk](mailto:gsg.h.com@computershare.com.hk) specifying your name, address and request to receive the Corporate Communications in printed form.

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

Yours faithfully,  
For and on behalf of  
**Greentown Service Group Co. Ltd.**  
**YANG Zhangfa**  
Chairman

各位非登記股東：

#### 以電子方式發佈公司通訊之安排的提示函

根據綠城服務集團有限公司（「公司」）日期為2024年3月8日有關「以電子方式發佈公司通訊之安排」之通知信函所述，公司謹此提醒閣下，公司已採用以電子方式發佈公司通訊（「公司通訊」），該公司通訊是指公司已發佈或將予發佈以向其任何證券持有人提供資訊或採取行動的任何文件，包括但不限於(a)董事會報告、年度帳目連同核數師報告副本以及（如適用）財務摘要報告；(b)中期報告及（如適用）其中期報告摘要；(c)會議通告；(d)上市文件；(e)通函；及(f)代表委任表格。

請注意，所有未來公司通訊的英文版和中文版將在公司網站 [www.lvchengfuwu.com](http://www.lvchengfuwu.com) 和披露易網站 [www.hkexnews.hk](http://www.hkexnews.hk) 上提供，以代替印刷本。閣下需要主動查看公司網站和披露易網站以留意公司通訊的發佈。

公司尚未有從中介公司收到閣下有效的電子郵件地址。作為非登記股東，閣下應聯絡代閣下持有股份的銀行、經紀、託管商、代理人或香港中央結算（代理人）有限公司（統稱「中介公司」），並向閣下的中介公司提供閣下的電子郵件地址。

若閣下希望收取公司通訊之印刷本，請填妥本函背頁之回條並交回公司的香港股份過戶登記處（「股份過戶處」）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樓或發送電子郵件至 [gsg.h.com@computershare.com.hk](mailto:gsg.h.com@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。

如閣下對本函件有任何疑問，請於辦公時間星期一至五（香港公眾假期除外）上午9時正至下午6時正（香港時間）期間致電股份過戶處(852)2862 8688查詢。

代表  
綠城服務集團有限公司  
主席  
楊掌法  
謹啟

2026年4月24日

**REPLY FORM 回條**

**To: Computershare Hong Kong Investor Services Limited**  
(the "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**  
(「股份過戶處」)  
香港灣仔皇后大道東 183 號  
合和中心 17M 樓

**REMINDER 提示**

As a non-registered shareholder, you should liaise with your bank(s), broker(s), custodian(s), nominee(s) or HKSCC Nominees Limited through which your shares are held (collectively, the "Intermediaries") and provide your email address to your Intermediaries.

作為非登記股東，閣下應聯絡代 閣下持有股份的銀行、經紀、託管商、代理人或香港中央結算（代理人）有限公司（統稱「中介公司」），並向 閣下的中介公司提供 閣下的電子郵件地址。

**Request for Corporate Communications\* in printed form / 要求收取公司通訊\*印刷本**

(Please mark "✓" in the below box if applicable) (如適用，請在以下方格內劃上「✓」號)

Name of the listed company (the "Company"): Greentown Service Group Co. Ltd.  
上市公司（「公司」）名稱：綠城服務集團有限公司

I/we would like to receive future Corporate Communications\* in printed form.  
本人/我們欲收取未來公司通訊\*的印刷本。

Name(s) of non-registered holder(s):  
非登記股東姓名：

(Please use ENGLISH BLOCK LETTERS 請用英文正楷填寫)

Signature(s): (Note 3)  
簽名：(附註 3)

Contact number:  
聯絡電話號碼：

Date:  
日期：

**Notes:****附註：**

- This Reply Form is addressed to non-registered holder(s) of the Company ("Non-registered holder" means such person or company whose shares are held in The Central Clearing and Settlement System (CCASS) and who has notified the Company from time to time through Hong Kong Securities Clearing Company Limited that such person or company wishes to receive Corporate Communications\*). 此回條乃向公司之非登記股東（「非登記股東」指股份存放於中央結算及交收系統的人士或公司，已透過香港中央結算有限公司不時向公司發出通知，表示欲收取公司通訊\*）發出。 Please complete all your details clearly. 請 閣下清楚填妥所有資料。
- Any form with no box marked "✓", with no signature or otherwise incorrectly completed will be void. 如在本表格未有在方格內劃上「✓」號，或未有簽署，或在其他方面填寫不正確，則本表格將會作廢。
- For the avoidance of doubt, the Company does not accept any other instructions given on this Reply Form. 為免存疑，在本回條上的任何額外指示，公司將不予處理。

\* Unless otherwise specified, 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 the annual report, interim report, notice of meeting, circular and proxy form. 除非另有註明，公司通訊乃指公司已發佈或將予發佈以向其任何證券的持有人提供資訊或採取行動的任何文件，其中包括但不限於年報、中期報告、會議通告、通函及代表委任表格。

**PERSONAL INFORMATION COLLECTION STATEMENT**  
收集個人資料聲明

- "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"). 本聲明中所指的「個人資料」與香港法例第 486 章《個人資料（私隱）條例》（「《私隱條例》」）中「個人資料」的涵義相同。
- Your Personal Data provided in this Reply Form will be used in connection with the Company's electronic dissemination of Corporate Communications. Your supply of Personal Data to the Company is on a voluntary basis. In case of a failure to provide sufficient information, the Company may not be able to process your instructions and/or requests as stated in this Reply Form. 閣下於本回條所提供的個人資料將用於有關公司以電子方式發佈公司通訊的事宜上。閣下是自願向公司提供個人資料。若 閣下未能提供足夠資料，公司可能無法處理 閣下在本回條上所述的指示及/或要求。
- Your Personal Data may be disclosed or transferred by the Company to its subsidiaries, the 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. 公司可就任何所說明的用途或在法例規定的情況下，將 閣下的個人資料披露或轉移給公司的附屬公司、股份過戶處、及/或其他公司或團體，並將在適當期間保留該等個人資料作核實及紀錄用途。
- You have the right to request access to and/or correction of your Personal Data in accordance with the provisions of the PDPO. Any such request for access to and/or correction of your Personal Data should be in writing, by mail to the Hong Kong Privacy Officer of the Share Registrar at 17M Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong or by email at [PrivacyOfficer@computershare.com.hk](mailto:PrivacyOfficer@computershare.com.hk). 閣下有權根據《私隱條例》的條文查閱及/或修改 閣下的個人資料。任何該等查閱及/或修改個人資料的要求均須以書面方式郵寄至股份過戶處（地址為香港灣仔皇后大道東 183 號合和中心 17M 樓）向香港隱私主任提出，或發送電郵至 [PrivacyOfficer@computershare.com.hk](mailto:PrivacyOfficer@computershare.com.hk)。

**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 is 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。