

Oriental Payment Group Holdings Limited

DISSEMINATION OF CORPORATE COMMUNICATIONS

Pursuant to the new Rule 16.04A¹ of the Rules (the “**GEM Listing Rules**”) Governing the Listing of Securities on GEM of The Stock Exchange of Hong Kong Limited (the “**Stock Exchange**”) and the articles of association of Oriental Payment Group Holdings Limited (the “**Company**”), the Company will disseminate future corporate communications of the Company (the “**Corporate Communications**”²) to its shareholders (the “**Shareholders**”)³ electronically and only send the Corporate Communications in printed form to the Shareholders upon request.

In this connection, the following arrangements will come into effect on 31 December 2023.

DISSEMINATION ARRANGEMENTS

1. Actionable Corporate Communications⁴

The Company will send its Actionable Corporate Communications to Shareholders individually in electronic form. 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 Communication 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.

Please note that the Company shall make new arrangements on the dissemination of Corporate Communications and Actionable Corporate Communications (including soliciting the electronic contact details of Shareholders for such purpose) in due course, and this section will be updated accordingly.

2. Corporate Communications

The Company will make the Corporate Communications available on its website (www.ocg.com.hk) and the Stock Exchange’s website (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 (only 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).

PROVISION OF SHAREHOLDER’S EMAIL ADDRESS TO THE COMPANY

In support of electronic communication by email, the Company recommends that its Shareholders shall provide the Company with their email addresses at any time in the future by reasonable notice (of not less than 7 days) in writing to the Company’s branch share registrar in Hong Kong, Union Registrars Limited, at Suites 3301-04, 33/F, Two Chinachem Exchange Square, 338 King’s Road, North Point, Hong Kong.

It is the responsibility of the Shareholders to provide email addresses that are functional. If the Company does not possess the email address of a Shareholder or the email address provided is not functional, the Company will act according to the above arrangements. The Company will be considered to have complied with the GEM Listing Rules if it sends Actionable Corporate Communications to the email address provided by a Shareholder without receiving any “non-delivery message”.

REQUEST FOR PRINTED COPY OF CORPORATE COMMUNICATIONS AND ACTIONABLE CORPORATE COMMUNICATIONS

For those Shareholders who wish to receive a printed version of all future Corporate Communications and Actionable Corporate Communications or, if for any reason, have difficulty in gaining access to the Company's website, the Company or the Company's branch share registrar in Hong Kong will, upon receipt of requests in writing by the Shareholders to the Company's branch share registrar in Hong Kong at Suites 3301-04, 33/F, Two Chinachem Exchange Square, 338 King's Road, North Point, Hong Kong, send future Corporate Communications and/or the relevant Corporate Communications (as the case may be) to such Shareholders in printed form free of charge.

Please note that the preference in receiving Corporate Communications in printed form of a Shareholder will be valid unless being revoked or superseded or until expired on the last day of the following financial year of the Company (whichever is earlier). Further request in writing will be required if a Shareholder prefers continuing receiving printed copy of future Corporate Communications and Actionable Corporate Communications.

Notes:

- 1. With effect from 31 December 2023.*
- 2. Corporate Communications refer to any documents issued or to be issued by the Company for the information or action of its Shareholders or the investing public, including but not limited to (a) the directors' report and 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) the quarterly report, if any; (d) a notice of meeting; (e) a listing document; (f) a circular; and (g) a proxy form.*
- 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 on how they wish to exercise their rights or make elections as the Shareholders, including but not limited to (a) election forms in connection with a dividend payment (e.g., choice of scrip or cash dividend, currency); (b) excess application forms in connection with a rights issue or open offer; (c) application forms for assured entitlement under an open offer; (d) blue application forms for a preferential offering; (e) pink application forms for employee reserved shares; (f) acceptance forms in connection with takeovers, mergers and share buy-backs (including acceptance forms in general offers and acceptance and approval form in partial offers); and (g) provisional allotment letters in connection with a rights issue.*
- 5. It is the responsibility of a Shareholder to provide an email address that is functional. The Company will be considered to have complied with the GEM 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.*

To: Oriental Payment Group Holdings Limited (the “Company”)
c/o Union Registrars Limited
Suites 3301-04, 33/F, Two Chinachem Exchange Square,
338 King’s Road, North Point, Hong Kong

Provision of Email Address and/or Request for Printed Copy of Corporate Communications and Actionable Corporate Communications

Information of the Shareholder(s):

Name(s) (in English)	:	
Name(s) (in Chinese)	:	
Email address	:	
Email address (re-type)	:	
Contact telephone number	:	

Please mark (X) in ONLY ONE of the following boxes (applicable for dissemination arrangement via printed copy):

<input type="checkbox"/>	To receive the printed English version ONLY for all future Corporate Communications and Actionable Corporate Communications; OR
<input type="checkbox"/>	To receive the printed Chinese version ONLY for all future Corporate Communications and Actionable Corporate Communications; OR
<input type="checkbox"/>	To receive the printed English and Chinese versions of all future Corporate Communications and Actionable Corporate Communications ³ ; OR
<input type="checkbox"/>	To cancel prior request(s), if any, of printed version(s) of all future Corporate Communications and Actionable Corporate Communications. Shareholder(s) will refer to the online versions to be published on the Company’s website and the website of The Stock Exchange of Hong Kong Limited for all future Corporate Communications or the electronic form of Actionable Corporate Communications to be received by email ⁴ (as the case may be).

Signature: _____

Address: _____
(Please use ENGLISH BLOCK LETTERS)

Contact telephone number: _____ Date: _____

Notes:

1. Corporate Communications include any document(s) 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 and 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) the quarterly report, if any; (d) a notice of meeting; (e) a listing document; (f) a circular; and (g) a proxy form.
2. 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.
3. If both English and Chinese versions of the Corporate Communications and Actionable Corporate Communications are combined into one document, a printed version of the Corporate Communications and Actionable Corporate Communications with both English and Chinese versions will be sent to the Shareholder requesting for a printed copy of any version(s) of the Corporate Communications and Actionable Corporate Communications.
4. It is the Shareholder’s responsibility to provide an email address that is functional. If the Company does not receive the completed form or the email address provided is not functional, the Company will send the Actionable Corporate Communication in printed form together with a request for soliciting your functional email address to facilitate electronic dissemination of Actionable Corporate Communications in the future. The Company will be considered to have complied with the Rules Governing the Listing of Securities on GEM of The Stock Exchange of Hong Kong Limited if it sends Actionable Corporate Communications to the email address provided by a Shareholder without receiving any “non-delivery message”.
5. Please complete all your details clearly. If no box, or more than one box, is marked, the Company reserves the right to treat this request as void.
6. In the case of joint registered holders of any shares, this form shall be deemed to be submitted by the joint registered holder whose name first appears on the register of members for and on behalf of all the joint registered holders.
7. If more than one email addresses are provided, the Company will only adopt the first email address as set out above.
8. This request will be valid unless being revoked or superseded or until expired on the last day of the following financial year of the Company (whichever is earlier). Further request in writing will be required if Shareholder prefers to continue receiving printed copy of future Corporate Communications and Actionable Corporate Communications.
9. For avoidance of doubt, the Company does not accept any other instructions given on this request. Any other instructions inserted on this request will be void.

PERSONAL INFORMATION COLLECTION STATEMENT

“Personal Data” in this statement has the same meaning as “personal data” defined in the Personal Data (Privacy) Ordinance (Chapter 486 of the Laws of Hong Kong) (the “PDPO”), which may include but not limited to your name, contact telephone number, email address and mailing address.

Your supply of Personal Data is on a voluntary basis for the purpose of receiving Corporate Communications in the manner chosen. Your Personal Data will be retained for such period as may be necessary for our verification and record purposes.

You have the right to request access to and/or to correct the respective Personal Data in accordance with the provisions of the PDPO. Any such request for access to and/or correction of the Personal Data should be in writing by either of the following means:

By mail to: Union Registrars Limited
Suites 3301-04, 33/F, Two Chinachem Exchange Square,
338 King’s Road, North Point, Hong Kong

Please mark “Oriental Payment Group Holdings Limited” on the envelope.