



美捷滙控股有限公司*

(Incorporated in the Cayman Islands with limited liability)

(Stock Code: 1389)

(the “**Company**” and together with its subsidiaries, the “**Group**”)

COMMUNICATION POLICY – SHAREHOLDERS AND EXTERNAL PARTIES

1. PRINCIPLES

- 1.1 The Company is committed to providing the shareholders of the Company (the “**Shareholders**”) and other stakeholders (including potential investors) with balanced and understandable information about the Company.
- 1.2 The board of directors of the Company (the “**Board**”) should be responsible for:
 - maintaining an on-going dialogue with the Shareholders and encourage them to communicate actively with the Company; and
 - establishing this shareholders’ communication policy (“**Policy**”) and reviewing the Policy on a regular basis to ensure its effectiveness.

2. PURPOSE

- 2.1 This Policy aims to:
 - promoting effective communication with the Shareholders and other stakeholders;
 - encouraging the Shareholders to engage actively with the Company; and
 - enabling the Shareholders to exercise their rights as shareholders effectively.

* *For identification purpose only*

3. SOURCES OF COMMUNICATION

3.1 Corporate Communication

- 3.1.1 “Corporate Communication” as defined under the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited (the “**Stock Exchange**”) (the “**Listing Rules**”) refers to 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 and 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.
- 3.1.2 The Company reports operating results on half yearly and annual basis and produces interim and annual reports in accordance with the Listing Rules and other applicable laws and regulations.
- 3.1.3 The annual report encompasses, among others, company information, business highlights and operations review of the Group, the corporate governance report which contains discussions on the corporate governance practices and sustainability topics relevant to the businesses of the Group, as well as the consolidated financial statements of the Group.
- 3.1.4 The Corporate Communication of the Company will be published on the Stock Exchange’s website (www.hkexnews.hk) in both English and Chinese and in a timely and consistent manner as required by the Listing Rules.
- 3.1.5 Corporate Communication will be provided to the Shareholders and non-registered holders of the Company’s securities in both English and Chinese versions or where permitted, in single language, in a timely and consistent manner as required by the Listing Rules.

3.2 Announcements and Other Documents pursuant to the Listing Rules

- 3.2.1 The Company shall publish announcements (on price sensitive or inside information, corporate actions and transactions etc.) and other documents (e.g. memorandum and articles of association) on the Stock Exchange’s website in a timely manner in accordance with the Listing Rules.

3.3 Corporate Website

- 3.3.1 Any information or documents of the Company posted on the Stock Exchange’s website will also be published on the Company’s website (www.majorgroup.com.hk) under the “Investor Relations” section.

3.4 Shareholders' Meetings

- 3.4.1 The annual general meetings and other general meetings of the Company are the primary forum for communication by the Company with its Shareholders and for Shareholder participation.
- 3.4.2 The Company shall provide the Shareholders with any material information on the subject matter reasonably necessary to enable them to make an informed decision on the resolution(s) proposed at general meetings.
- 3.4.3 The format and process of Shareholders' meetings are regularly reviewed and where necessary, changes will be introduced as appropriate to accommodate the need of Shareholders, enhance their meeting experience and increase their participation at general meetings.
- 3.4.4 Shareholders are encouraged to participate in general meetings or to appoint proxies to attend and vote at the meetings for and on their behalf if they are unable to attend the meetings.
- 3.4.5 The chairman of the Board and other Board members, chairman of Board committees (or in their absence, members of the Board committees or failing them, their duly appointed delegates), and external auditors or their representatives shall attend the annual general meetings to answer Shareholders' questions relevant to the business of the meetings (if any).
- 3.4.6 The chairman of the independent Board committee (if any) should also be available to answer questions at any general meetings to approve a connected transaction or any other transaction that is subject to independent Shareholders' approval.

3.5 Shareholders' Enquiries

In addition to Shareholders' meetings, there are multiple avenues for Shareholders to communicate their views on matters affecting the Company and where the Company will solicit and get feedback from Shareholders.

- 3.5.1 Shareholders should direct their enquiries about their shareholdings and share registrations to the Hong Kong branch share registrar and transfer office of the Company, Tricor Investor Services Limited, via the following channels:

Postal address: Level 54, Hopewell Centre, 183 Queen's Road East, Hong Kong
Website: <https://www.tricoris.com/>
Email: is-enquiries@hk.tricorglobal.com
Telephone: (852) 2980 1333

3.5.2 The Company will not normally deal with verbal or anonymous enquiries. Shareholders may send their general enquiries to the following:

Postal address: 509-510, South Tower, World Finance Centre, Harbour City
Tsim Sha Tsui, Kowloon, Hong Kong
(For the attention of Company Secretary)

Email: info@majorcellar.com

Note: Shareholders' information may be disclosed as required by law.

4. SHAREHOLDER PRIVACY

4.1 The Company recognises the importance of Shareholders' privacy and that the protection of personal data is fundamental to preserving the trust of Shareholders. The Company is committed to safeguarding and protecting their personal data in compliance with applicable data protection laws and will not disclose Shareholders' information without their consent, unless required by law to do so.

5. OTHER

5.1 The Company's executive directors and company secretary handle both telephone and written enquiries from Shareholders, potential investors and regulatory authorities from time to time.

5.2 Legal and professional advice will be obtained, if necessary.

6. PUBLICATION AND REVIEW OF POLICY

6.1 This Policy is available on the website of the Company. A summary of this Policy will be disclosed in the Corporate Governance Report of the Company annually. This Policy is reviewed and updated regularly by the Board to ensure its effectiveness in upholding high standards of communication with its Shareholders and to reflect current best practice.

(2022 version)

If there is any inconsistency between the English and Chinese versions of this Policy, the English version shall prevail.