



## XINYI ENERGY HOLDINGS LIMITED

信義能源控股有限公司

(Incorporated in the British Virgin Islands with limited liability)  
(Stock code: 03868)

19 February 2021

Dear Shareholder,

### Election of Means of Receipt and Language of Corporate Communications

Pursuant to Rules 2.07A and 2.07B of the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited and the articles of association of Xinyi Energy Holdings Limited (the “**Company**”), the Company is writing to seek your election regarding the means of receipt and the language of all future corporate communications (the “**Corporate Communications**”) of the Company to be dispatched in the future. The Corporate Communications include but are not limited to the Company’s (a) the annual 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.

You may choose one of the options set out below:

- (1) to read all future Corporate Communications published on the Company’s website at [www.xinyienergy.com](http://www.xinyienergy.com) (“**Website Version**”) in place of receiving printed copies, and to receive a written notification either by post or by email of the publication of the relevant Corporate Communications on the website of the Company; or
- (2) to receive the printed English version of all future Corporate Communications only; or
- (3) to receive the printed Chinese version of all future Corporate Communications only; or
- (4) to receive both the printed English and Chinese versions of all future Corporate Communications.

In support of environmental protection and for the purpose of saving printing and mailing costs, the Company recommends you to select the Website Version. To make your election, please complete the reply form enclosed with this letter and send it to the Company c/o Computershare Hong Kong Investor Services Limited (the “**Hong Kong Branch Share Registrar**”), using the freepost mailing label and need not to affix a stamp when returning (if posted in Hong Kong). Otherwise, please affix an appropriate stamp. The address of the Hong Kong Branch Share Registrar is 17M Floor, Hopewell Centre, 183 Queen’s Road East, Wanchai, Hong Kong. You may also send email with a scanned copy of the reply form to [xinyienergy.ecom@computershare.com.hk](mailto:xinyienergy.ecom@computershare.com.hk).

**If the Company does not receive the enclosed reply form or receive a response indicating the objection from you by 19 March 2021 and until you inform the Company c/o the Hong Kong Branch Share Registrar by reasonable notice in writing according to the relevant laws and regulations, you are deemed to have consented to receive the Website Version of all future Corporate Communications, and a written notification of the publication of the Corporate Communications on the Company’s website will be sent to you.**

You have the right at any time by reasonable notice in writing or using email at [xinyienergy.ecom@computershare.com.hk](mailto:xinyienergy.ecom@computershare.com.hk) to the Company c/o the Hong Kong Branch Share Registrar to change the choice of means of receipt and/or language of all future Corporate Communications. Even if you have chosen (or are deemed to have consented) to receive the Website Version of all future Corporate Communications but for any reason have difficulty in receiving or gaining access to the Website Version of the Corporate Communications, the Company will promptly upon your request send the Corporate Communications to you in printed form free of charge.

Please note that (a) printed copies of the English and Chinese versions of all future Corporate Communications will be available from the Company or the Hong Kong Branch Share Registrar on request; and (b) the same will also be available on the Company’s website at [www.xinyienergy.com](http://www.xinyienergy.com) and the HKExnews’s website at [www.hkexnews.hk](http://www.hkexnews.hk).

Should you have any queries in relation to this letter, please call the Hong Kong Branch Share Registrar’s telephone hotline at (852) 2862 8688 during business hours from 9:00 a.m. to 6:00 p.m. from Monday to Friday, excluding Hong Kong public holidays.

Yours faithfully,  
For and on behalf of  
**Xinyi Energy Holdings Limited**  
**TUNG Fong Ngai**  
*Executive Director and Chief Executive Officer*