



WINFULL GROUP HOLDINGS LIMITED  
宏輝集團控股有限公司

*(Incorporated in the Cayman Islands with limited liability)*

**(Stock Code: 183)**

21 October 2016

Dear Shareholders,

**Letter to Shareholders –  
Election of Language and Means of Receipt of Corporate Communications**

**Election in relation to future 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, we write to inform you that you may have in respect of future corporate communications (“Corporate Communications”) of the Company, which includes any document(s) to be issued by the Company for the information or action of any holders of its securities, including but not limited to (a) annual report; (b) interim report; (c) notice of meeting; (d) listing document; (e) circular; and (f) proxy form, the choices set out in greater details below.

You may choose:

- (1) to read and/or download the future Corporate Communications published on the Company’s website at [www.winfullgroup.hk](http://www.winfullgroup.hk) (“Website Version”) instead of receiving printed copies; or
- (2) to receive printed English version<sup>#</sup> of the future Corporate Communications only; or
- (3) to receive printed Chinese version<sup>#</sup> of the future Corporate Communications only; or
- (4) to receive both the printed English and Chinese versions of the future Corporate Communications.

To contribute to the protection of our environment, we recommend that you select the Website Version. Even if you have chosen the Website Version, you have the right at any time to change your choice of means and/or language of receipt of future Corporate Communications by sending reasonable prior notice in writing to the Company’s Hong Kong Branch Share Registrar, Tricor Tengis Limited.

<sup>#</sup> You will receive the Corporate Communications in both English and Chinese languages if they are printed in the same booklet.

Please mark a “✓” in the appropriate box in the enclosed Change Request Form and sign and return the same with the pre-paid envelope provided to the Company’s Hong Kong Branch Share Registrar, Tricor Tengis Limited of Level 22, Hopewell Centre, 183 Queen’s Road East, Hong Kong.

If you choose Website Version, a notification of the publication of any Corporate Communications on the Company’s website will be sent to you by post or by email in the future.

**If the Company does not receive the Change Request Form from you within 28 calendar days beginning from the date of this letter, i.e. by 18 November 2016, and until you inform the Company’s Hong Kong Branch Share Registrar, Tricor Tengis Limited by reasonable prior notice in writing, you will be deemed to have consented to receiving the Website Version only and a notification of the publication of the Corporate Communications on the Company’s website will be sent to you by post or by email in the future.**

Please note that: (a) both the printed English and Chinese versions of the future Corporate Communications will be available free of charge from the Company or its Hong Kong Branch Share Registrar, Tricor Tengis Limited on request; and (b) both the English and Chinese versions of the future Corporate Communications will be available on the Company’s website at [www.winfullgroup.hk](http://www.winfullgroup.hk) and on the website of Hong Kong Exchanges and Clearing Limited at [www.hkexnews.hk](http://www.hkexnews.hk).

Where a shareholder has chosen to receive the future Corporate Communications by electronic means, and if for any reason that shareholder has difficulty in receiving or gaining access to the future Corporate Communications, the Company will promptly upon the request of that shareholder send to that shareholder the Corporate Communications at the risk of that shareholder in printed forms free of charge.

If shareholders have any queries in relation to this letter, on how to obtain printed copies of future Corporate Communications or how to access the future Corporate Communications on the Company’s website, they should call our enquiry hotline at (852) 2980 1333 from 9:00 a.m. to 5:30 p.m. on Mondays to Fridays, excluding public holidays.

Yours faithfully,  
For and on behalf of  
**Winfull Group Holdings Limited**  
**Pong Wilson Wai San**  
*Chairman*