

Corporate Communication Request Form for Registered Shareholder(s)

To: **Wai Yuen Tong Medicine Holdings Limited** (位元堂藥業控股有限公司*) ((the “Company”) (Stock Code: 0897)
c/o Tricor Secretaries Limited
17/F, Far East Finance Centre
16 Harcourt Road Hong Kong
(or by email to: 897-ecom@hk.tricorglobal.com)

Part A I/We have elected (or am/are deemed to have consented) to access the latest Corporate Communications[^] published on the website of the Company (the “**Website Version**”), but would like to receive:

(Please mark “✓” in the following box.)

- a printed copy of the latest Annual Report; and
 a printed copy of the latest Interim Report; and
 a printed copy of other Corporate Communications, please specify: _____

Part B I/We would like to receive the Company’s future Corporate Communications in the manner as indicated below:

(Please mark “✓” in **ONLY ONE** of the following boxes)

- to read the Website Version **ONLY** in place of receiving printed copies and receive a written notification letter by post for the publication of Corporate Communications on the website of the Company; or Email Address: _____

(Please provide the email address in English Capital Letters and the email address provided is used for the purpose of receiving (i) all email notifications of the availability of the Corporate Communications on the website of the Company, and (ii) all future Actionable Corporate Communications[#] in electronic form from the Company. If no email address is provided or the email address provided by you is not functional, (i) a printed notification letter of the availability of the Corporate Communications on the website of the Company and (ii) all future Actionable Corporate Communications will be sent to you by post at your address as appearing in the Company’s register of members.); or

- to receive the printed English version of all future Corporate Communications **ONLY**; or
 to receive the printed Chinese version of all future Corporate Communications **ONLY**; or
 to receive both the printed English and Chinese versions of all future Corporate Communications.

Name of Registered Shareholder(s): _____ Contact telephone number: _____
(Please use **ENGLISH BLOCK LETTERS**)

Address: _____

Signature: _____ Date: _____
(the Shareholder)

Notes:

- Please complete all the items. If no box, or more than one box, is marked “✓”, or any signature or other information is incorrectly completed, the Company reserves its right to treat this Corporate Communication Request Form as void.
 - If your shares are held in joint names, the Shareholder whose name stands first on the register of members of the Company in respect of the joint holding should sign on this Corporate Communication Request Form in order to be valid.
 - The above instruction will apply to all future Corporate Communications to be sent to you until you, by serving reasonable prior written notice, inform the Hong Kong Branch Share Registrar, Tricor Secretaries Limited, at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong by mail or by email to 897-ecom@hk.tricorglobal.com.
 - You have the right at any time by serving reasonable prior written notice to the Hong Kong Branch Share Registrar by mail (the address stated in note 3 above) or by email to 897-ecom@hk.tricorglobal.com to change the election of means of receipt and/or language(s) of future Corporate Communications.
 - For the avoidance of doubt, we do not accept any other special instructions written on this Corporate Communication Request Form.
 - Should you have any queries in relation to this Corporate Communication Request Form, please call the enquiry hotline of the Hong Kong Branch Share Registrar at (852) 2980 1333 during business hours from 9:00 a.m. to 6:00 p.m., Monday to Friday, excluding Hong Kong public holidays.
- [^] Corporate Communications include but not limited to: (a) directors’ reports, annual accounts together with a copy of the independent auditor’s reports and, where applicable, summary financial reports; (b) interim reports and, where applicable, summary interim reports; (c) notices of meetings; (d) listing documents; (e) circulars; and (f) proxy forms.
- [#] 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.

PERSONAL INFORMATION COLLECTION STATEMENT

“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 (the “PDPO”). Your supply of Personal Data to the Company is on a voluntary basis. If you fail to provide sufficient information, the Company may not be able to process your instructions. Your Personal Data may be disclosed or transferred by the Company to its subsidiaries, its share registrar and branch share registrar in Hong Kong, and/or other companies or bodies for any of the stated purposes, and retained for such period as may be necessary for our verification and record purposes. 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 to the Data Privacy Officer of Tricor Secretaries Limited (the address stated in note 3 above).

* For identification purpose only

(Please cut along the dotted line 請沿虛線剪下)

MAILING LABEL 郵寄標籤

Please cut the mailing label and stick this on an envelope to return the Corporate Communication Request Form to us.

No postage stamp is required for local mailing in Hong Kong.

當閣下寄回此公司通訊申請表格時，請將此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。

Tricor Secretaries Limited
卓佳秘書商務有限公司

Freepost No. 簡便回郵號碼：10 GPO
Hong Kong 香港