

ALPHA PROFESSIONAL HOLDINGS LIMITED

阿爾法企業控股有限公司*

(Incorporated in Bermuda with limited liability)

(於百慕達註冊成立之有限公司)

(Stock Code 股份代號：948)

NOTIFICATION LETTER 通知信函

27 December 2019

Dear Non-registered Shareholders^(Note 1),

Notification of Publication of Interim Report 2019 (the “Current Corporate Communications”)

We, Alpha Professional Holdings Limited (the “Company”), hereby notify you that the English and Chinese versions of the Current Corporate Communications of the Company are available on the website of the Company at www.hk-alpha.com and the website of The Stock Exchange of Hong Kong Limited at www.hkexnews.hk.

If you would like to receive printed version(s) of the Current Corporate Communications, please complete and sign the Request Form on the reverse side of this letter and return it to the Company c/o the share registrar of the Company, Tricor Investor Services Limited (the “Share Registrar”), at Level 54, Hopewell Centre, 183 Queen’s Road East, Hong Kong by hand, or by post using the mailing label (for pre-paid postage in Hong Kong) at the bottom of the Request Form. You may also send an email for the purpose to alpha-ecom@hk.tricorglobal.com.

Please note that by completing and returning the Request Form to request for the printed version(s) of the Current Corporate Communications, you will expressly indicate that your instruction to receive printed version(s) will apply to all future Corporate Communications^(Note 2) of the Company to be sent to you until you notify the Share Registrar to the contrary or you cease to hold any shares of the Company.

Should you have any queries in relation to this letter, please contact the Customer Service Hotline of the Share Registrar at (852) 2980 1333 between 9:00 a.m. and 5:00 p.m., Monday to Friday (excluding Hong Kong general holidays).

Yours faithfully,
For and on behalf of
Alpha Professional Holdings Limited
Kung Wai Chiu Marco
Company Secretary

Notes: 1. This letter is addressed to Non-registered Shareholders whose shares in the Company are held in the Central Clearing and Settlement System and who have notified the Company from time to time through Hong Kong Securities Clearing Company Limited to receive Corporate Communications from the Company.
2. Corporate Communications include annual/interim reports, notices, circulars, proxy forms, or other publications of the Company (including any “Corporate Communication” as defined in the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited).

敬啟者：

2019年中期報告(「本次公司通訊」)之刊發通知

謹此通知，Alpha Professional Holdings Limited 阿爾法企業控股有限公司*(「本公司」)之本次公司通訊備有英文及中文版本，現已登載於本公司的網站 www.hk-alpha.com 及香港聯合交易所有限公司的網站 www.hkexnews.hk。

閣下如欲收取本次公司通訊之印刷本，請填妥及簽署本函背頁之申請表格，經人手送遞或以郵寄方式(使用申請表格底部隨附之郵寄標籤(已預付在香港投寄之郵費))送回本公司(由本公司之股份過戶登記處卓佳證券登記有限公司(「股份過戶登記處」)代收，其地址為香港皇后大道東183號合和中心54樓)。閣下亦可將有關的要求以電郵發送至 alpha-ecom@hk.tricorglobal.com。

請注意，當閣下填寫及交回申請表格以索取本次公司通訊之印刷本後，即表示確認閣下收取印刷本之指示將適用於本公司今後所有之公司通訊^(註2)，直至閣下通知股份過戶登記處另作安排或停止持有本公司的股份為止。

閣下如對本函有任何疑問，請於星期一至星期五(香港公眾假期除外)上午九時至下午五時，致電股份過戶登記處客戶服務熱線(852) 2980 1333查詢。

此致
列位非登記股東^(註1) 台照

代表
Alpha Professional Holdings Limited
阿爾法企業控股有限公司*
公司秘書
孔維釗
謹啟

2019年12月27日

附註：1. 本函乃向本公司非登記之股東發出，非登記股東所持之本公司股份存放於中央結算及交收系統，並透過香港中央結算有限公司不時向本公司發出通知，表示欲收取本公司的公司通訊。

2. 公司通訊包括本公司的周年/中期報告、通告、通函、代表委任表格或其他刊物(包括《香港聯合交易所有限公司證券上市規則》內所指的「公司通訊」)。

* For identification purpose only 僅供識別

REQUEST FORM 申請表格

To: Alpha Professional Holdings Limited (the “Company”)
(Stock Code: 948)
c/o Tricor Investor Services Limited
Level 54, Hopewell Centre
183 Queen’s Road East, Hong Kong

致：阿爾法企業控股有限公司* (「本公司」)
(股份代號：948)
由卓佳證券登記有限公司代收
香港皇后大道東183號
合和中心54樓

I/We would like to receive the Current Corporate Communications and all future Corporate Communications of the Company in the manner as indicated below:

本人／吾等希望以下列方式收取本次公司通訊及日後刊發的本公司之所有公司通訊：

(Please mark a “✓” in **ONLY ONE** of the following boxes 請僅在下列其中一個空格內劃上「✓」號)

- to receive the **printed English version only; OR**
僅收取英文印刷本；或
- to receive the **printed Chinese version only; OR**
僅收取中文印刷本；或
- to receive both **printed English and Chinese versions.**
同時收取英文及中文印刷本。

Name(s) of Non-registered Shareholder(s)
非登記股東姓名

Signature
簽署

(Please use **ENGLISH BLOCK LETTERS** 請用英文正楷填寫)

Address
地址

(Please use **ENGLISH BLOCK LETTERS** 請用英文正楷填寫)

Contact Telephone Number
聯絡電話號碼

Date
日期

Notes 附註：

- Please complete, sign and return this Request Form to the Share Registrar by hand (address as shown above), by post (using the mailing label as indicated below) or by email (alpha-ecom@hk.tricorglobal.com).
請填妥及簽署此申請表格，並經人手送遞(地址見上方)、郵遞(按下述的指示使用郵寄標籤)或電郵(alpha-ecom@hk.tricorglobal.com)交回股份過戶登記處。
 - This letter is addressed to Non-registered Shareholders whose shares in the Company are held in the Central Clearing and Settlement System and who have notified the Company from time to time through Hong Kong Securities Clearing Company Limited to receive Corporate Communications from the Company.
本函件乃向本公司非登記股東發出，非登記股東所持之本公司股份存放於中央結算及交收系統，並透過香港中央結算有限公司不時向本公司發出通知，表示欲收取本公司的公司通訊。
 - Any Request Form with more than one box marked “✓”, with no box marked “✓”, with no signature or otherwise incorrectly completed will be void.
如在申請表格作出超過一項選擇、或未有作出選擇、或未有簽署、或填寫不正確，則本申請表格將會作廢。
 - The above instruction will apply to all future Corporate Communications to be sent to you until you notify the Company c/o the Share Registrar to the contrary or unless you have at any time ceased to hold any shares of the Company.
上述指示適用於所有日後發送予閣下之公司通訊，直至閣下通知股份過戶登記處另作安排或閣下停止持有本公司的股份為止。
 - For the avoidance of doubt, we do not accept any special instructions written on this Request Form.
為免存疑，於本申請表格上書寫之任何特定指示，本公司將不予處理。
- * Corporate Communications include annual/interim reports, notices, circulars, proxy forms, or other publications of the Company (including any “Corporate Communication” as defined in the Rules Governing the Listing of Securities on the Stock Exchange of Hong Kong Limited).
公司通訊包括本公司的周年／中期報告、通告、通函、代表委任表格或其他刊物(包括《香港聯合交易所有限公司證券上市規則》內所指的「公司通訊」)。

PERSONAL INFORMATION COLLECTION STATEMENT 收集個人資料聲明

- “Personal Data” in this statement has the same meaning as “personal data” in the Personal Data (Privacy) Ordinance, Cap 486 (“PDPO”), which may include your name, address and contact telephone number.
本聲明中所指的「個人資料」相等於《個人資料(私隱)條例》(第486章)(「《私隱條例》」)的「個人資料」，當中可能包括閣下的姓名、地址及聯絡電話號碼。
- The Personal Data provided in this Request Form may be used in connection with processing and handling your instructions given on this Request Form for receiving Corporate Communications. Your supply of the Personal Data to the Company and/or its share registrar is on a voluntary basis. However, the Company may not be able to process your instructions unless you provide us with the Personal Data. The Personal Data will not be transferred to any party outside the Company or its share registrar, unless it is required to do so by law, for example, in response to a court order or a law enforcement agency’s request.
於此申請表格所提供的個人資料用以處理閣下於此申請表格有關收取公司通訊的指示。閣下是自願向本公司及／或其股份過戶登記處提供上述個人資料。倘若閣下並無提供個人資料，本公司可能無法處理閣下所發出的指示。除法律規定外，例如應法庭命令或執法機關的要求，上述個人資料將不會被傳送至本公司或其股份過戶登記處以外的人士。
- The Personal Data collected in this Request Form will be retained for such period as may be necessary for our record, verification and notification purposes.
於此申請表格被收集的個人資料將會於所需的時間內被保存作記錄、查證及通知用途。
- You have the right to request access to and/or correction of 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 and sent by post to the Share Registrar, Tricor Investor Services Limited, at Level 54, Hopewell Centre, 183 Queen’s Road East, Hong Kong.
閣下有權根據《私隱條例》，查閱及／或更正有關的個人資料。任何有關查閱及／或更正個人資料的要求均須以書面方式提出並郵寄至本公司的股份過戶登記處卓佳證券登記有限公司，地址為香港皇后大道東183號合和中心54樓。

Please cut and stick the mailing label on the envelope when returning this Request Form to us.
No postage stamp is required for local mailing
當寄回此申請表格時，請將郵寄標籤剪貼於信封上。
如在本港投寄，毋須貼上郵票。

MAILING LABEL 郵寄標籤

Tricor Investor Services Limited
卓佳證券登記有限公司
Freepost No. 簡便回郵號碼：37
Hong Kong 香港

* For identification purpose only 僅供識別