



# 北京控股有限公司

## BEIJING ENTERPRISES HOLDINGS LIMITED

(Incorporated in Hong Kong with limited liability)  
(於香港註冊成立的有限公司)  
(Stock Code 股份代號: 392)

### NOTIFICATION LETTER 通知信函

30 April 2024

Dear Shareholder,

#### Beijing Enterprises Holdings Limited (the “Company”)

#### – Notice of publication of 2023 Annual Report, Circular, Notice of Annual General Meeting, Proxy Form (the “Current Corporate Communications”) and 2023 Sustainability Report

The Current Corporate Communications of the Company, in both English and Chinese versions, is available on the website of the Company at [www.behl.com.hk](http://www.behl.com.hk) and the website of The Stock Exchange of Hong Kong Limited (the “Stock Exchange”) at [www.hkexnews.hk](http://www.hkexnews.hk). You may access the Current Corporate Communications by clicking the “Financial Reports”, “Announcements” and “Circulars” under the “Investor Relations” section of the Company’s website or by searching under “Listed Company Information” on the Stock Exchange’s website.

If you (i) have elected (or deemed to have elected) to read the Company’s Corporate Communications<sup>(Note)</sup> published on the Company’s website in lieu of receiving printed version(s), and, for any reason have difficulty in obtaining access to the Current Corporate Communications on the Company’s website, would like to receive printed version(s) of the Current Corporate Communications or (ii) have chosen and received the Current Corporate Communications in either the printed English or Chinese version only and would like to receive a printed copy in the other version, please complete and sign Part A of the Request Form on the reverse side of this letter and return it by hand or by post (no stamp needs to be affixed if posted in Hong Kong by using the mailing label at the bottom of the Request Form), to the Company’s share registrar, Tricor Tengis Limited (the “Registrar”), at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong, or by sending an email for the purpose to [392-ecom@vistra.com](mailto:392-ecom@vistra.com). The printed copy(ies) of the Current Corporate Communications will be sent to you promptly free of charge upon receipt of your request.

You may at any time by reasonable written notice change your choice of language or means of receipt of the Company’s Corporate Communications, by completing Part B of the Request Form on the reverse side of this letter and returning it to the Registrar, or by sending an email for the purpose to [392-ecom@vistra.com](mailto:392-ecom@vistra.com).

The 2023 Sustainability Report of the Company, in both English and Chinese versions, is available on the website of the Company at [www.behl.com.hk](http://www.behl.com.hk) and the website of the Stock Exchange at [www.hkexnews.hk](http://www.hkexnews.hk). You may access the 2023 Sustainability Report of the Company by clicking the “Sustainability Report” under the “Sustainability” section of the Company’s website or by searching under “Listed Company Information” on the Stock Exchange’s website. If you wish to receive printed version of the 2023 Sustainability Report of the Company, please send the written request to the Registrar.

Should you have any queries in relation to this letter, please contact the Customer Service Hotline of the Registrar at (852) 2980 1333 during business hours (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  
**Beijing Enterprises Holdings Limited**  
**Tam Chun Fai**  
Executive Director

Note: “Corporate Communications” refer to any documents issued or to be issued by the Company for information or action of holders of any its securities, including but not limited to its annual reports, interim reports, notices of meeting, listing documents, circulars and proxy forms.

各位股東：

北京控股有限公司(「本公司」)

—2023年年報、通函、股東週年大會通告、代表委任表格(「本次公司通訊」)以及2023可持續發展報告之發佈通知

本公司之本次公司通訊，備有英文及中文版本，現已登載於本公司網站[www.behl.com.hk](http://www.behl.com.hk)及香港聯合交易所有限公司(「聯交所」)網站[www.hkexnews.hk](http://www.hkexnews.hk)。閣下可於本公司網站內按「投資者關係」項下點擊「財務報告」、「通告」及「通函」或於聯交所網站在「上市公司公告」項下搜尋，以覽閱本次公司通訊。

如閣下(i)已選擇(或被視為已選擇)於本公司網站閱覽本公司的公司通訊<sup>(附註)</sup>以代替印刷本，惟因在本公司網站查閱公司通訊時遇到困難，而欲收取本次公司通訊的印刷本，或(ii)已選擇並已收到本次公司通訊之英文或中文印刷版，但欲收取另一語言之印刷本，請填妥及簽署本函背頁之申請表格甲部，親手交回或寄回(如在香港投寄，可使用申請表格底部隨附之郵寄標籤，毋須貼上郵票)本公司之股份過戶登記處卓佳登捷時有限公司(「過戶登記處」)，地址為香港夏愨道16號遠東金融中心17樓，或將有關要求電郵至[392-ecom@vistra.com](mailto:392-ecom@vistra.com)，本次公司通訊之印刷本將按閣下要求免費發送予閣下。

閣下如欲更改收取本公司的公司通訊之語言版本或收取方式的選擇，閣下可於合理時間內，隨時填寫本函背頁之申請表格乙部，然後將表格送回過戶登記處，或將有關要求電郵至[392-ecom@vistra.com](mailto:392-ecom@vistra.com)。

本公司之2023可持續發展報告，備有英文及中文版本，現已登載於本公司網站[www.behl.com.hk](http://www.behl.com.hk)及聯交所網站[www.hkexnews.hk](http://www.hkexnews.hk)。閣下可於本公司網站內按「可持續發展」項下點擊「可持續發展報告」或於聯交所網站在「上市公司公告」項下搜尋，以覽閱本公司之2023可持續發展報告。如閣下欲收取本公司之2023可持續發展報告之印刷本，請將閣下之書面要求提交至過戶登記處。

倘閣下對本函件有任何疑問，請於辦公時間內(星期一至星期五上午九時至下午六時，香港公眾假期除外)致電過戶登記處之客戶服務熱線(852) 2980 1333查詢。

代表  
北京控股有限公司  
執行董事  
譚振輝  
謹啟

2024年4月30日

附註：「公司通訊」指由本公司發出或將發出以供其任何證券的持有人參照或採取行動的任何文件，其中包括但不限於年報、中期報告、會議通告、上市文件、通函及代表委任表格。

