



## **PLAYMATES TOYS LIMITED**

*(Incorporated in Bermuda with limited liability)*

**(Stock Code : 869)**

25 March 2020

Dear Shareholders,

### **LETTER TO EXISTING SHAREHOLDERS – ELECTION OF LANGUAGE AND MEANS OF RECEIPT OF CORPORATE COMMUNICATIONS**

We are pleased to enclose the 2019 Annual Report together with the Circular dated 25 March 2020 of the Company and the Proxy Form for your attention.

If you wish to change your choice of language and/or means of receipt of all future Corporate Communications, please complete and return the attached Request Form by post (using the mailing label in the Request Form) to the branch share registrars of the Company, Tricor Abacus Limited (“**Registrars**”).

In support of environmental protection and for the purposes of saving printing and mailing costs, the Company recommends you to take advantage of accessing the Corporate Communications through the Company’s website at [www.playmatestoys.com](http://www.playmatestoys.com). If you have chosen to receive all Corporate Communications by electronic means, we will send you an e-mail notification or a printed notification letter of the publication of the Corporate Communications on the Company’s website.

You are entitled to change your election of language and/or means of receipt of Corporate Communications at any time by reasonable notice in writing or by e-mail at [869-ecom@hk.tricorglobal.com](mailto:869-ecom@hk.tricorglobal.com) to the Registrars. If you have elected to access the Corporate Communications using electronic means but for any reason have difficulty in receiving or gaining access to the Corporate Communications, the Company will promptly upon your request send to you the Corporate Communications in printed form free of charge.

Please note that the English and Chinese versions of all Corporate Communications are available on the Company’s website at [www.playmatestoys.com](http://www.playmatestoys.com) and the website of The Stock Exchange of Hong Kong Limited at [www.hkex.com.hk](http://www.hkex.com.hk).

Should you have any queries in relation to this letter, please call the enquiry hotline at (852) 2980 1333 during business hours from 9:00 a.m. to 5:30 p.m. from Monday to Friday, excluding Hong Kong public holidays.

Yours faithfully,  
For and on behalf of  
**Playmates Toys Limited**  
**Ng Ka Yan**  
*Company Secretary*

*Note:* Corporate Communications means any document(s) issued or to be issued by the Company for the information or action of Shareholders as defined in Rule 1.01 of the Listing Rules.



## PLAYMATES TOYS LIMITED

彩星玩具有限公司\*

(Incorporated in Bermuda with limited liability)

(於百慕達註冊成立之有限公司)

(Stock Code : 869)

(股份代號 : 869)

### Request Form 申請表格

**To:** Playmates Toys Limited ("the Company")  
c/o Tricor Abacus Limited  
Level 54, Hopewell Centre,  
183 Queen's Road East, Hong Kong

**致:** 彩星玩具有限公司\* (「公司」)  
經卓佳雅柏勤有限公司轉交  
香港皇后大道東183號  
合和中心54樓

**You do not need to complete this form if you have received the documents in the language and means of receipt you want.**  
倘閣下收到之文件所採用之語言版本及收取方式符合閣下之意願，則毋須填寫此表格。

I/We would like to change my/our choice of language and/or means of receipt of all future Corporate Communications of the Company in the manner as indicated below:

本人/我們希望以下列方式更改收取公司所有日後公司通訊之語言版本及/或收取方式之選擇:

(Please tick **ONLY ONE** of the following boxes and complete your details in block English in the space provided below.)  
(請在下列其中一個空格內劃上「✓」號，並在空位上以英文正楷填上閣下之資料。)

to read all future Corporate Communications posted on the Company's website at www.playmatestoys.com ("Website Version") in place of receiving printed copies, and receive an e-mail notification of the publication of the Corporate Communications on the Company's website to my/our e-mail address, or in the event that no email address is provided, to receive printed notification letter by post; **OR**  
從公司網站(www.playmatestoys.com)閱覽所有日後刊載之公司通訊(「網上版本」)，以代替收取印刷本，並在公司通訊刊載於公司網站時，經本人/我們之電郵地址收取有關電郵通知，或倘無提供電郵地址，則收取郵寄之印刷信函通知；**或**

My/our email address:

本人/我們之電郵地址: \_\_\_\_\_

to receive the printed English version; **OR**  
收取英文印刷本；**或**

to receive the printed Chinese version; **OR**  
收取中文印刷本；**或**

to receive both the printed English and Chinese versions.  
同時收取英文及中文印刷本。

Shareholder's English Name:

股東姓名(英文): \_\_\_\_\_

Contact Telephone Number:

聯絡電話: \_\_\_\_\_

Registered Address:

登記地址: \_\_\_\_\_

Signature:

簽署: \_\_\_\_\_

Date:

日期: \_\_\_\_\_

Notes:

備註:

- Please complete all your details clearly and return the completed and signed Request Form by post or by hand delivery to the Registrars, Tricor Abacus Limited, at Level 54, Hopewell Centre, 183 Queen's Road East, Hong Kong. If the Request Form is returned by post from outside Hong Kong, please affix appropriate postage stamps.  
請清楚填上閣下之所有資料，並將已填妥及簽署之申請表格郵寄或親身交回過戶處卓佳雅柏勤有限公司，地址為香港皇后大道東183號合和中心54樓。如申請表格並非在香港寄出，請附上適當郵資。
- 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 the Request Form in order to be valid.  
如閣下之股份屬聯名股東持有，則本申請表格須由就聯名持有股份而於公司名冊名列首位之股東簽署，方為有效。
- This Request Form will be void if more than one box is ticked or no boxes are ticked or if the information is incorrectly completed. We do not accept any special instructions written on the Request Form.  
倘在超過一個空格加上「✓」號，或並無於任何一個空格加上「✓」號，或所填寫的資料不正確，本申請表格將會作廢。公司將不接受任何另行書寫的特別指示。
- Terms used in this Request Form shall bear the same meanings as those defined in the Company's announcement dated 10 March 2010.  
本申請表格中所用詞彙與公司於二零一零年三月十日之公告所界定者具相同涵義。
- Shareholders are entitled to change the language and/or means of receipt of the Corporate Communications at any time by reasonable notice in writing to the Registrars by completing and returning this Request Form to the Registrars or by email to 869-ecom@hk.tricorglobal.com.  
股東可透過填寫及交回本申請表格至過戶處之方式向過戶處發出合理書面通知或電郵至869-ecom@hk.tricorglobal.com發出通知，隨時更改收取公司通訊之語言版本及/或方式之選擇。

\* For identification purpose only  
僅供識別

(Registered Members)

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

(登記股東)

(Form 04)

#### Mailing Label 郵寄標籤

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

**No postage stamp is required for local mailing**

當閣下寄回此申請表格時，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 Abacus Limited  
卓佳雅柏勤有限公司  
Freepost No. 簡便回郵號碼: 37  
Hong Kong 香港