



SHUN TAK HOLDINGS LIMITED

信德集團有限公司

(Incorporated in Hong Kong with limited liability)
(Stock Code: 242)

18 September 2012

Dear Shareholder(s),

Election of Language and Means of Receipt of Corporate Communications

Pursuant to the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited (the “**Stock Exchange**”) and/or the articles of association of Shun Tak Holdings Limited (the “**Company**”), the Company will make available the following options for you to elect for receipt of its corporate communications (the “**Corporate Communications**”), which means any document issued or to be issued by the Company for the information or action of holders of any of its securities, including but not limited to (a) the directors’ report, its annual accounts together with a copy of the auditors’ report and, where applicable, its summary financial report; (b) the interim report and, where applicable, its summary interim report; (c) a notice of meeting; (d) a listing document; (e) a circular; and (f) a proxy form, in the following manners:

- (1) to read the Corporate Communications published on the Company’s website at www.shuntakgroup.com (the “**Website Version**”) in place of receiving printed copies by mail, and receive a printed notification of the publication of the Corporate Communications on the Company’s website; or
- (2) to receive by mail the printed English version of all Corporate Communications only; or
- (3) to receive by mail the printed Chinese version of all Corporate Communications only; or
- (4) to receive by mail both the printed English and Chinese versions of all Corporate Communications.

For the purposes of environmental protection and cost saving, the Company recommends you to select the Website Version. To make your election, please mark “**X**” in the appropriate box on the enclosed reply form (the “**Reply Form**”) and sign and return it by post using the mailing label at the bottom of the Reply Form (a stamp is not needed if posted in Hong Kong) or delivery to the Company c/o the Company’s share registrar, Computershare Hong Kong Investor Services Limited, at 17M Floor, Hopewell Centre, 183 Queen’s Road East, Wanchai, Hong Kong.

If the Company does not receive the duly completed Reply Form or receive a response indicating any objection from you by 15 October 2012, you will be deemed to have consented to receiving all Corporate Communications in Website Version only. A notification of the publication of Corporate Communications will be sent to you by post when the relevant Corporate Communications are published on the Company’s website.

If you choose to receive the Corporate Communications in printed form, the Company will send the Corporate Communications in your selected language(s) to you unless and until you notify the Company’s share registrar in writing or via email to shuntak.ecom@computershare.com.hk that you wish to receive the Corporate Communications in the other (or both) language(s) or by electronic means through the Company’s website (i.e. the Website Version). You have the right at any time by reasonable notice in writing to the Company’s share registrar or by sending an email to the email address as indicated above specifying your name, address and request to change the choice of language or means of receipt of the Corporate Communications. Even if you have chosen (or are deemed to have consented) to receive all Corporate Communications using electronic means but for any reason have difficulty in receiving or gaining access to the Corporate Communications, the Company will upon your request, promptly send the Corporate Communications to you in printed form free of charge.

Please note that (a) printed copies of the English and Chinese versions of all Corporate Communications will be available from the Company or the Company’s share registrar on request; and (b) both the English and Chinese versions of all Corporate Communications will also be available on the Company’s website at www.shuntakgroup.com and the website of the Stock Exchange at www.hkexnews.hk.

Should you have any queries in relation to this letter, please call the Company’s telephone hotline at (852) 2862 8688 during business hours from 9:00 a.m. to 6:00 p.m. from Monday to Friday, excluding public holidays.

By order of the Board
SHUN TAK HOLDINGS LIMITED
Angela Tsang
Company Secretary

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