



# China Sunshine Paper Holdings Company Limited

中國陽光紙業控股有限公司\*

(Incorporated in the Cayman Islands with limited liability)

(於開曼群島註冊成立的有限公司)

(Stock Code 股份代號: 2002)

## NOTIFICATION LETTER 通知信函

29 April 2024

Dear non-registered shareholder(s),

### **China Sunshine Paper Holdings Company Limited (the “Company”) - Notice of Publication of Annual Report, Circular dated 29 April 2024 and Notice of Annual General Meeting (the “Current Corporate Communications”) and Arrangement of Electronic Dissemination of Corporate Communications <sup>(Note1)</sup>**

The Current Corporate Communications of the Company has been published in English and Chinese languages and are available on the website of The Stock Exchange of Hong Kong Limited (“HKEX”) at [www.hkexnews.hk](http://www.hkexnews.hk) and the Company’s website at [www.sunshinepaper.com.cn](http://www.sunshinepaper.com.cn). For the non-registered shareholders who have selected to receive the Company’s Corporate Communications in printed version, enclosed is the Current Corporate Communications. If you have any difficulty in receiving or gaining access to the Current Corporate Communications posted on the Company’s website for any reason, the Company will promptly upon your notice send the printed version of the Current Corporate Communications to you free of charge; please write to the Company’s Hong Kong branch share registrar, Computershare Hong Kong Investor Services Limited (the “Hong Kong Share Registrar”) at 17M Floor, Hopewell Centre, 183 Queen’s Road East, Wanchai, Hong Kong or by email to [IR02002@sunshinepaper.com.cn](mailto:IR02002@sunshinepaper.com.cn).

### **Arrangement of Electronic Dissemination of Corporate Communications and Solicitation of Electronic Contact Details**

Pursuant to Rule 2.07 of the Rules Governing The Listing of Securities on The Stock Exchange of Hong Kong Limited (the “Listing Rules”) and the Memorandum and Articles of Association of the Company, the Company is writing to inform you that the Company has adopted electronic dissemination of corporate communications (the “Corporate Communications”). Please note that both the English and Chinese versions of all future Corporate Communications and Notice of Availability will be available electronically on the Company’s website or the HKEX’s website, in place of printed copies. The Company may, subject to any necessary amendments to its Articles of Association being approved by the shareholders of the Company, cease sending such Notice of Availability to its shareholders in the future.

If you wish to receive the printed version of future Corporate Communications and Notice of Availability (if applicable), please complete the enclosed reply form (the “Reply Form”) and return it to the Company’s Hong Kong Share Registrar, by using the mailing label at the bottom of the Reply Form (no postage is necessary if posted in Hong Kong; otherwise, please affix an appropriate stamp); or sending an email to [IR02002@sunshinepaper.com.cn](mailto:IR02002@sunshinepaper.com.cn) specifying your name, address for the request. The Reply Form may also be downloaded from the Company’s website or the HKEX’s website. Please note that such instruction shall be valid for one year starting from the receipt date of your instruction and will expire thereafter.

As a non-registered shareholder, if you wish to receive Corporate Communications and Notice of Availability (if applicable) from the Company pursuant to the Listing Rules by email, you should liaise with your bank(s), broker(s), custodian(s), nominee(s) or HKSCC Nominees Limited through which your Shares are held (collectively, the “Intermediaries”) and provide your email address to your Intermediaries.

If the Company does not receive your functional email address from the Intermediaries, until such time that the functional email address is provided to the Intermediaries, (i) you will be unable to receive any notifications by email regarding the publication of Corporate Communications and Notice of Availability; (ii) you will need to proactively check the Company’s website and the HKEX’s website to keep up with the publication of Corporate Communications and Notice of Availability; and (iii) the Company will send the Actionable Corporate Communications <sup>(Note2)</sup> and Notice of Availability (if applicable) in printed form in the future.

Yours faithfully,  
By order of the Board  
China Sunshine Paper Holdings Company Limited  
Wang Dongxing  
Chairman

Note1: Unless otherwise specified, Corporate Communications refer to any documents 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 the annual report, interim report, notice of meeting, circular and proxy form.

Note2: Actionable Corporate Communication is any corporate communication that seeks instructions from issuer’s securities holders on how they wish to exercise their rights or make an election as the issuer’s securities holder.

各位非登記股東：

### **中國陽光紙業控股有限公司（「公司」） 年報、日期為 2024 年 4 月 29 日的通函及股東週年大會通告（「本次公司通訊」）的刊發通知及以電子方式發布公司通訊<sup>(附註1)</sup>之安排**

本次公司通訊文件備有中、英文版本，並已上載於香港聯合交易所有限公司（「香港交易所」）網站（[www.hkexnews.hk](http://www.hkexnews.hk)）及公司網站（[www.sunshinepaper.com.cn](http://www.sunshinepaper.com.cn)），歡迎瀏覽。若閣下已選取公司之公司通訊的印刷本，則隨函附奉閣下本次公司通訊印刷本。閣下若因任何理由以致在收取或接收載於公司網站之本次公司通訊文件出現困難，公司將於接到閣下通知後，盡快向閣下免費發送有關本次公司通訊文件的印刷本；閣下可以書面方式通知香港中央證券登記有限公司（「香港股份過戶登記處」），地址為香港灣仔皇后大道東 183 號合和中心 17M 樓，或電郵 [IR02002@sunshinepaper.com.cn](mailto:IR02002@sunshinepaper.com.cn)。

### **以電子方式發布公司通訊之安排及徵集電子聯絡資料**

根據香港聯合交易所有限公司證券上市規則（「上市規則」）第 2.07 條及公司的章程大綱及組織章程細則，公司謹此通知閣下，公司已採用以電子方式發布公司通訊之安排。請注意，所有日後公司通訊及可供查閱通知的英文版和中文版將上載於公司網站和香港交易所網站，以代替印刷本。公司未來可能在獲得股東批准後修改其組織章程細則，並停止向股東發出可供查閱通知。

如閣下欲收取公司日後公司通訊及可供查閱通知（如適用）之印刷本，請填妥在本函背面的回條（「回條」），並使用隨附之郵寄標籤經香港股份過戶登記處寄回公司（如在香港投寄，閣下無需支付郵費或貼上郵票；否則，請貼上適當的郵票）；或發送電子郵件至 [IR02002@sunshinepaper.com.cn](mailto:IR02002@sunshinepaper.com.cn)，並註明閣下的姓名、地址提出要求。表格亦可於公司網站或香港交易所網站內下載。請注意，收取未來公司通訊及可供查閱通知印刷版之指示由收悉閣下指示當日起計一年內有效，此後將過期。

作為非登記股東，如有意根據《上市規則》透過電子郵件方式收取公司通訊及可供查閱通知（如適用），閣下應聯絡閣下持有股份的銀行、經紀、託管商、代理人或香港中央結算（代理人）有限公司（統稱「中介公司」），並向閣下的中介公司提供閣下的電子郵件地址。

如果公司沒有從中介公司收到閣下的有效電子郵件地址，直至中介公司收到閣下有效的電子郵件地址前，(i) 閣下將無法透過電子郵件方式收取公司通訊及可供查閱通知；(ii) 閣下將需要主動查看公司網站和披露易網站以留意公司通訊及可供查閱通知的發布；及(iii) 本公司未來將以印刷本形式發送可供採取行動的公司通訊<sup>(附註2)</sup>及可供查閱通知（如適用）。

董事會會  
中國陽光紙業控股有限公司  
王東興  
主席  
謹啟

2024 年 4 月 29 日

附註 1：除非另有註明，公司通訊乃指公司已發出或將予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、通函及代表委任表格。  
附註 2：可供採取行動的公司通訊指任何涉及要求發行人的證券持有人指示其擬如何行使其有關證券持有人的權利的公司通訊。

\*For identification purposes only 僅供識別

## REPLY FORM 回條

To: Computershare Hong Kong Investor Services Limited /  
Hong Kong Registrars Limited (The "Share Registrar")  
17M Floor, Hopewell Centre  
183 Queen's Road East, Wanchai, Hong Kong

致：香港中央證券登記有限公司 /  
香港證券登記有限公司（「股份過戶處」）  
香港灣仔皇后大道東 183 號  
合和中心 17M 樓

## REMINDER 提示

As a non-registered shareholder, if you wish to receive future Corporate Communications\* and Notice of Availability (if applicable) pursuant to the Listing Rules, you should liaise with your bank(s), broker(s), custodian(s), nominee(s) or HKSCC Nominees Limited through which your shares are held (collectively, the "Intermediaries") and provide your email address to your Intermediaries.

作為非登記股東，如有意根據《上市規則》收取日後公司通訊\*及可供查閱通知（如適用），閣下應聯絡閣下持有股份的銀行、經紀、託管商、代理人或香港中央結算（代理人）有限公司（統稱「中介公司」），並向閣下的中介公司提供閣下的電子郵件地址。

Request for future Corporate Communications\* and Notice of Availability (if applicable) in printed form / 要求收取日後公司通訊\*及可供查閱通知（如適用）印刷版  
(Please mark "✓" in the below box if applicable) (如適用，請在以下方格內劃上「✓」號)

Name of the listed company (the "Company"): **China Sunshine Paper Holdings Company Limited**  
上市公司（「公司」）名稱：**中國陽光紙業控股有限公司**

I/we would like to receive future Corporate Communications\* and Notice of Availability (if applicable) in printed form and noted that this instruction is valid only for one year starting from the receipt date of instruction.  
本人/我們欲收取日後公司通訊\*及可供查閱通知（如適用）的印刷版，並已知悉本指示由收取指示日期起計一年內有效。

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

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

Signature(s): (Notes 1)  
簽名：(附註 1)

Contact number:  
聯絡電話號碼：

Date:  
日期：

## Notes:

附註：

- This letter is addressed to non-registered holder(s) ("Non-registered holder" means such person or company whose shares are held in The Central Clearing and Settlement System (CCASS) and who has notified the Company from time to time through Hong Kong Securities Clearing Company Limited that such person or company wishes to receive Corporate Communications\*). 此函件乃向本公司之非登記股東（「非登記股東」指股份存放於中央結算及交收系統的人士或公司，已透過香港中央結算有限公司不時向本公司發出通知，表示欲收取公司通訊\*）發出。
- Please complete all your details clearly. 請閣下清楚填妥所有資料。
- Any form with no box marked (✓), with no signature or otherwise incorrectly completed will be void. 如在本表格未有在方格內劃上「✓」號，或未有簽署，或在其他方面填寫不正確，則本表格將會作廢。
- For the avoidance of doubt, the Company does not accept any other instructions given on this Reply Form. 為免存疑，在本回條上的任何額外指示，公司將不予處理。

\* Unless otherwise specified, Corporate Communications refer to any documents 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 the annual report, interim report, notice of meeting, circular and proxy form. 除非另有註明，公司通訊乃指公司已發出或將予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、通函及代表委任表格。

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, Chapter 486 of the Laws of Hong Kong ("PDPO"). 本聲明中所指的「個人資料」與香港法例第 486 章《個人資料（私隱）條例》（「《私隱條例》」）中「個人資料」的涵義相同。
- Your Personal Data provided in this Reply Form will be used in connection with the Company's electronic dissemination of Corporate Communications\*. Your supply of Personal Data to the Company is on a voluntary basis. In case of a failure to provide sufficient information, the Company may not be able to process your instructions and/or requests as stated in this Reply Form. 閣下於本回條所提供的個人資料將用於有關公司以電子方式發布公司通訊\*的事宜上。閣下是自願向本公司提供個人資料，若閣下未能提供足夠資料，本公司可能無法處理閣下在本回條上所述的指示及/或要求。
- Your Personal Data may be disclosed or transferred by the Company to its subsidiaries, the Share Registrar, and/or other companies or bodies for any of the stated purposes, or when it is required to do so by law and will be retained for such period as may be necessary for our verification and record purposes. 公司可就任何所說明的用途或在法例規定的情況下，將閣下的個人資料披露或轉移給公司的附屬公司、股份過戶處、及/或其他公司或團體，並將在適當期間保留該等個人資料作核實及紀錄用途。
- 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, by mail to the Hong Kong Privacy Officer of the Share Registrar at 17M Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong or by email at [PrivacyOfficer@computershare.com.hk](mailto:PrivacyOfficer@computershare.com.hk). 閣下有權根據《私隱條例》的條文查閱及/或修改閣下的個人資料。任何該等查閱及/或修改個人資料的要求均須以書面方式郵寄至股份過戶處（地址為香港灣仔皇后大道東 183 號合和中心 17M 樓）向香港隱私主任提出，或發送電郵至 [PrivacyOfficer@computershare.com.hk](mailto:PrivacyOfficer@computershare.com.hk)。

## Mailing Label 郵寄標籤

Computershare Hong Kong Investor Services Limited  
香港中央證券登記有限公司  
Freepost No. 簡便回郵號碼: 37  
Hong Kong 香港

Please cut the mailing label and stick it on an envelope to return this form to us.  
No postage is necessary if posted in Hong Kong.

當閣下寄回此回條時，請將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。