



# EVERBRIGHT GRAND CHINA ASSETS LIMITED

## 光大永年有限公司

*(Incorporated in the British Virgin Islands with limited liability and transferred by way of continuation into the Cayman Islands )*

**( Stock Code : 3699 )**

## Shareholders Communication Policy

### I. OBJECTIVE

Everbright Grand China Assets Limited (the “Company”) is committed to enhancing long-term shareholder value through regular communication with its shareholders, both individual and institutional (the “Shareholders”).

To this end, the Company strives to ensure that all Shareholders have ready and timely access to all publicly available information of the Company. The Company sets out in this Policy the framework that it has put in place to promote effective communication with Shareholders so as to enable them to engage actively with the Company and exercise their rights as shareholders in an informed manner.

### II. COMMUNICATION WITH SHAREHOLDERS

#### A. Shareholders’ meetings

The annual general meetings and other general meetings of the Company are the primary forum for communication with Shareholders and for Shareholder participation.

The Company encourages Shareholders to participate in shareholders’ meetings physically or to appoint proxies to attend and vote at such meetings for and on their behalf if they are unable to attend.

Notices of general meetings and the accompanying papers are provided within a prescribed time prior to the meetings on the websites of the Company ([www.ebgca.com](http://www.ebgca.com)) and Hong Kong Exchanges and Clearing Limited (“HKEx”) ([www.hkexnews.hk](http://www.hkexnews.hk)), and by post to those Shareholders who have elected to receive a hard copy version of such communication.

Shareholders’ meetings are held at a convenient location where the Chairman of the Board of the Company, Chairmen of Board committees, Directors and representative from the auditor would be present and are available to answer questions from Shareholders.

## **B. Financial and other reporting**

The Company reports operating results on a half yearly basis and produces interim and annual reports in accordance with the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited (“SEHK”) and other applicable laws and regulations (the “Regulatory Requirements”).

From time to time, the Company communicates other information to Shareholders by way of Company announcement and/or circular, in compliance with the Regulatory Requirements or otherwise.

## **C. Corporate website**

The Company’s website ([www.ebgca.com](http://www.ebgca.com)) provides information on the Company, including shareholder communication.

In addition to a dedicated “Investor Relations” section in which the annual reports, interim reports, announcements and circulars of the Company are posted as soon as practicable following their release to SEHK on the website of HKEx, relevant press releases and Company journals are also made available on the Company’s website to facilitate communication between the Company, Shareholders and the investment community.

Shareholders may, as a standing or an ad hoc instruction, elect to receive certain shareholders communication (such as notices of general meetings and accompanying papers, circulars, annual reports and interim reports) from the Company by post. In the absence of any such instructions, Shareholders will receive a notification letter informing them of the release of the documents on the websites of the Company and HKEx.

## **III. COMMUNICATION WITH THE COMPANY**

Shareholders may, at any time, direct questions, request for publicly available information and provide comments and suggestions to Directors or management of the Company. Such questions, requests and comments can be addressed to the Company or the Company Secretary of the Company by mail to Room 1302, 13<sup>th</sup> Floor, Bank of East Asia Harbour View Centre, 56 Gloucester Road, Wanchai, Hong Kong or by email to [inquiry@ebgca.com](mailto:inquiry@ebgca.com).

Shareholders should direct their questions about their shareholdings by mail to the Company’s Branch Share Registrar, Tricor Investor Services Limited, at Level 54, Hopewell Centre, 183 Queen’s Road East, Hong Kong, who has been appointed by the Company to deal with Shareholders for share registration and related matters.

#### **IV. SHAREHOLDER PRIVACY**

The Company recognises the importance of Shareholders' privacy and will not disclose Shareholders' information without their consents unless required by law.