

TRANS-CHINA AUTOMOTIVE HOLDINGS LIMITED

(Company Registration Number: 306871)
(Incorporated in the Cayman Islands)
(the “Company”)

8 November 2023

Dear Shareholders,

Documents by Electronic Communications

As part of the Company’s efforts to promote sustainability by conserving environmental and financial resources, the Company will be implementing the use of electronic communications to serve documents such as annual reports and circulars to shareholders of the Company.

Articles of Association of the Company

The Articles of Association of the Company (the “**Articles of Association**”) provide that subject to the Companies Act (as revised) of the Cayman Islands (the “**Cayman Islands Companies Act**”) and the rules or regulations of the Singapore Exchange Securities Trading Limited (the “**SGX-ST**”) relating to electronic communication, any document (including, without limitation, any accounts, balance-sheet, financial statements or report) which is required or permitted to be given, sent or served under the Cayman Islands Companies Act, the rules or regulations of the SGX-ST or under the Articles of Association by the Company or by the directors of the Company, to a shareholder of the Company, may be given, sent or served using electronic communication:

- (a) to the current address of that person; and/or
- (b) by making it available on a website prescribed by the Company from time to time, in accordance with the Articles of Association, the Cayman Islands Companies Act, and the rules or regulations of the SGX-ST.

When the Company uses electronic communication to send a document to the electronic address of a shareholder of the Company, the Company shall inform the shareholder as soon as practicable of how to request a physical copy of that document from the Company. The Company shall provide a physical copy of that document to a shareholder upon such request.

Standing Election

In accordance with the Section B: Rules of Catalist of the Listing Manual of the SGX-ST (the “**Catalist Rules**”), we wish to inform you that:

- (a) you have the right to elect within the time specified in this letter, whether to receive documents in either electronic or physical copies;
- (b) if you do not make an election, documents will be sent to you by way of electronic communications;
- (c) the manner in which electronic communications will be used is the manner specified in the Articles of Association;
- (d) the election is a standing election but that you may make a fresh election at any time; and
- (e) until you make a fresh election, the election that is conveyed to us last in time prevails over all previous elections as your valid and subsisting election in relation to all documents to be sent.

If you wish to continue receiving physical copies of documents such as annual reports and circulars, please let us know by 15 November 2023 by completing the Election Form below and returning it by post to our Company’s Singapore Share Transfer Agent, In.Corp Corporate Services Pte. Ltd. at 30 Cecil Street, #19-08 Prudential Tower, Singapore 049712, or by email to shareregistry@incorp.asia. Please note that if we do not receive your Election Form in the manner and by the date as set out above,

you will be deemed to have consented to receive documents being given, sent or served using electronic communications. Your election is a standing election and you may make a fresh election at any time, but until you make a fresh election, the election that is conveyed to us last in time prevails over all previous elections as your valid and subsisting election in relation to all documents to be sent.

Catalist Rules

Notwithstanding the use of electronic communications, the Company will continue to send the following notices and documents to shareholders by way of physical copies:

- (a) forms or acceptance letters that shareholders may be required to complete;
- (b) notice of meetings, excluding circulars or letters referred in that notice;
- (c) notices and documents relating to takeover offers and rights issues; and
- (d) notices under Rules 1208 and 1209 of the Catalist Rules.

Notwithstanding any election that you have made, when we use electronic communications to send a document to you, we will inform you as soon as practicable of how to request a physical copy of that document from the Company.

BY ORDER OF THE BOARD

Siau Kuei Lian
Company Secretary
Singapore, 8 November 2023

ELECTION FORM

To : **Trans-China Automotive Holdings Limited**
c/o In.Corp Corporate Services Pte. Ltd.
30 Cecil Street, #19-08 Prudential Tower
Singapore 049712

NB: Please tick accordingly. Incomplete or incorrectly completed forms will not be processed.

I/We wish to receive physical copies of documents.

Name(s) of Shareholder(s): _____

NRIC/Passport/Company Registration Number: _____

Mailing Address: _____

Signature(s): _____ Date: _____

By completing, signing and returning this Election Form to Trans-China Automotive Holdings Limited, you agree and acknowledge that Trans-China Automotive Holdings Limited and/or its service provider may collect, use and/or disclose your personal data, as contained in your Election Form, or which is otherwise collected from you (or your authorised representative(s)), for the purpose of processing and effecting your request.