



ESR GROUP LIMITED
(Incorporated in Cayman Islands with limited liability)
(於開曼群島註冊成立的有限公司)
(Stock Code: 1821)
(股份代號: 1821)

29 April 2023

Dear Non-registered Holder ^(Note),

ESR Group Limited (the "Company")

Notice of publication of Annual Report 2022 (the "Current Corporate Communications") and Environmental, Social and Governance Report 2022 (the "ESG Report")

The English and Chinese versions of the Company's Current Corporate Communications are available on the Company's website at www.esr.com and the Hong Kong Exchanges and Clearing Limited ("HKEX")'s website at www.hkexnews.hk. You may access the Current Corporate Communications by clicking "Investor Relations" on the home page of the Company's website, viewing the respective documents through Adobe® Reader®, or by browsing through the HKEX's website.

If you want to receive a printed copy of the Current Corporate Communications and all future corporate communications[#], please complete and sign the Request Form (the "Request Form") on the reverse side and send it to the Company c/o Computershare Hong Kong Investor Services Limited (the "Share Registrar"), by post using the mailing label at the bottom of the Request Form (no stamp is needed if posted in Hong Kong). Otherwise, please affix an appropriate stamp. The address of the Share Registrar is 17M Floor, Hopewell Centre, 183 Queen's Road East, Wan Chai, Hong Kong. You may also send an email with a scanned copy of the completed and signed Request Form to esr.ecom@computershare.com.hk. The Request Form may also be downloaded from the Company's website at www.esr.com or the HKEX's website at www.hkexnews.hk.

The ESG Report is published in electronic form only under the "ESG" section of the Company's website at www.esr.com. If you wish to receive a printed copy of the ESG Report, you may submit your request to the Share Registrar by post at the above address or by email to esr.ecom@computershare.com.hk.

If you have any queries about how to obtain a copy of the Current Corporate Communications or how to access the Current Corporate Communications on the Company's website, please contact the Company's Hong Kong share registrar at (852) 2862 8688 during business hours (9:00 a.m. to 6:00 p.m., Monday to Friday, excluding public holidays).

For and on behalf of
ESR Group Limited

Note: This notification letter is addressed to the non-registered holders of the shares of the Company, whose shares are held in Central Clearing and Settlement System (CCASS) and who have notified the Company through Hong Kong Securities Clearing Company Limited that they wish to receive the Corporate Communications. If you have sold or transferred your shares in the Company, please disregard this notification letter and the Request Form enclosed.

Corporate Communications include but not limited to (a) directors' reports, annual accounts together with copies of the auditors' reports and, where applicable, summary financial reports; (b) the interim reports and, where applicable, summary interim reports; (c) notices of meetings; (d) listing documents; (e) circulars; and (f) proxy forms.

致非登記股份持有人 ^(附註)：

ESR Group Limited (「本公司」)

2022年年報(「本次公司通訊文件」)以及2022年環境、社會及管治報告(「環境、社會及管治報告」)之發佈通知

本公司的本次公司通訊文件中、英文版本已上載於本公司網站(www.esr.com)及香港交易及結算所有限公司(「香港交易所」)網站(www.hkexnews.hk)。請在本公司網站主頁按「投資者關係」一項，並使用 Adobe® Reader®開啟查閱或在香港交易所網站瀏覽有關文件。

倘閣下欲收取本次公司通訊文件之印刷本及所有日後公司通訊[#]，請填妥並簽署在本函背面之申請表格(「申請表格」)，並使用申請表格下方之郵寄標籤寄回香港中央證券登記有限公司(「股份過戶登記處」)(如在香港投寄則毋須貼上郵票)，否則，請貼上適當的郵票，股份過戶登記處之地址為香港灣仔皇后大道東 183 號合和中心 17M 樓。閣下亦可把已填妥並簽署之申請表格之掃描副本電郵到 esr.ecom@computershare.com.hk。申請表格亦可於本公司網站(www.esr.com)或香港交易所網站(www.hkexnews.hk)內下載。

環境、社會及管治報告僅以電子形式載於本公司網站(www.esr.com)「ESG」一欄。若閣下欲索取環境、社會及管治報告的印刷本，閣下可向股份過戶登記處(郵寄至上述地址或電郵至 esr.ecom@computershare.com.hk)提出有關要求。

倘閣下對於如何索取本次公司通訊文件或如何在本公司網站上瀏覽本次公司通訊文件有任何疑問，請於營業時間內(星期一至星期五，上午九時至下午六時，公眾假期除外)致電本公司之香港股份過戶登記處熱綫(852) 2862 8688 查詢。

ESR Group Limited
謹啟

2023 年 4 月 29 日

附註：本通知函件收件對象為本公司非登記股份持有人。該等人士之股份存放於中央結算及交收系統(中央結算系統)及他們已經通過香港中央結算有限公司通知本公司，希望收到本次公司通訊文件。如果閣下已出售或轉讓所持有之本公司股份，則無需理會本通知函件及所附之申請表格。

公司通訊文件包括但不限於：(a)董事會報告、年度財務報表連同核數師報告及如適用，財務摘要報告；(b)中期報告及如適用，中期摘要報告；(c)會議通告；(d)上市文件；(e)通函；及(f)代表委任表格。

Request Form 申請表格

To: ESR Group Limited (the "Company")
(Stock Code: 1821)
 c/o Computershare Hong Kong Investor Services Limited
 17M Floor, Hopewell Centre,
 183 Queen's Road East,
 Wanchai, Hong Kong.

致: ESR Group Limited (「本公司」)
(股份代號: 1821)
 經香港中央證券登記有限公司
 香港灣仔皇后大道東 183 號
 合和中心 17M 樓

I/We would like to receive a printed copy of the **Current Corporate Communications** (as defined overleaf) and all future corporate communications[#] as indicated below:

本人／我們希望以下列方式收取 貴公司本次公司通訊文件(定義見背頁)及所有公司日後公司通訊[#]之印刷本:

(Please mark **ONLY ONE (X)** of the following boxes)

(請從下列選擇中, 僅在其中一個空格內劃上「X」號)

☐

I/We would like to receive the printed copy in English.
 本人／我們希望收取英文印刷本。

☐

I/We would like to receive the printed copy in Chinese.
 本人／我們希望收取中文印刷本。

☐

I/We would like to receive both the printed English and Chinese copies.
 本人／我們希望同時收取英文和中文印刷本。

Signature
簽名

Contact telephone number
聯絡電話號碼

Date
日期

Notes 附註:

- This Request Form is to be completed by the non-registered holders of the shares of the Company, whose shares are held in Central Clearing and Settlement System (CCASS) and who have notified the Company through Hong Kong Securities Clearing Company Limited that they wish to receive the Corporate Communications. Please complete all your details clearly. 本申請表格應由本公司非登記股份持有人填寫。該等人士之股份存放於中央結算及交收系統(中央結算系統)及他們已經通過香港中央結算有限公司通知本公司, 希望收到本次公司通訊文件。請 閣下清楚填寫所有資料。
- Any form with more than one box marked (X), with no box marked (X), with no signature or otherwise incorrectly completed will be void. 如在本表格作出超過一項選擇、或未有作出選擇、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, we do not accept any additional instructions written on this Request Form. 為免存疑, 任何在本申請表格上額外寫上之指示, 本公司將不予處理。
- Corporate Communications include but not limited to (a) directors' reports, annual accounts together with copies of the auditors' reports and, where applicable, summary financial reports; (b) the interim reports and, where applicable, summary interim reports; (c) notices of meetings; (d) listing documents; (e) circulars; and (f) proxy forms. 公司通訊文件包括但不限於: (a)董事會報告、年度財務報表連同核數師報告及如適用, 財務摘要報告; (b)中期報告及如適用, 中期摘要報告; (c)會議通告; (d)上市文件; (e)通函; 及(f)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, Cap 486 ("PDPO"), which includes your name, address and contact telephone number. 本聲明所指的「個人資料」具有《個人資料(私隱)條例》(第486章)賦予「個人資料」之相同涵義, 當中包括 閣下的姓名、地址及聯絡電話號碼。 Your Personal Data provided in this request form will be used in connection with processing your request for obtaining printed copy of the relevant Corporate Communication(s). Your supply of Personal Data is on a voluntary basis. However, we may not be able to process your request unless you provide us with your Personal Data. 閣下於本申請表格所提供的個人資料將用以處理 閣下要求索取相關公司通訊印刷本之指示。 閣下乃基於自願性質提供個人資料, 惟倘 閣下並無提供個人資料, 公司可能無法處理 閣下的指示。 Your Personal Data may be disclosed or transferred to the Company's Hong Kong Share Registrar for the purpose stated above, or when it is required to do so by law, for example, in response to a court order or a law enforcement agency's request, and will be retained for such period as may be necessary for our verification and record purpose. 公司可就上述用途將 閣下的個人資料披露或轉移給公司的香港過戶登記處, 或按法例規定(例如應法庭命令或執法機關的要求)作出披露或轉移, 並將在適當期間內保留該等個人資料作核實及記錄用途。 You have the right to request access to and/or correction of your Personal Data respectively 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 either of the following means:

閣下有權根據私隱條例分別查閱及/或更正 閣下的個人資料。任何查閱及/或更正 閣下個人資料的要求, 均須透過以下其中一項途徑以書面方式提出:

By mail to: Personal Data Privacy Officer
 Computershare Hong Kong Investor Services Limited
 17M Floor, Hopewell Centre, 183 Queen's Road East, Wan Chai, Hong Kong
 By e-mail to: PrivacyOfficer@computershare.com.hk

郵寄: 香港灣仔皇后大道東 183 號合和中心 17M 樓
 香港中央證券登記有限公司
 個人資料私隱主任
 電郵: 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 閣下寄回此表格時, 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。

Get in touch with us 與我們聯繫

Send us an enquiry 垂詢
 Rate our service 評價
 Lodge a complaint 投訴



Contact Us 聯繫我們

www.computershare.com/hk/contact