



**FSE SERVICES GROUP LIMITED**  
**豐盛服務集團有限公司**  
(Incorporated in the Cayman Islands with limited liability)  
(Stock Code: 331)

19 October 2020

Dear Non-registered Shareholders,

**FSE Services Group Limited (the “Company”)**

**Notification of Publication of 2019–2020 Annual Report, and Circular dated 19 October 2020 containing Notice of Annual General Meeting together with the relevant Proxy Form (collectively, “Current Corporate Communications”)**

We are pleased to notify you that both English and Chinese versions of the Current Corporate Communications are available under the “Investor Relations” section of the website of the Company at [www.fseservices.com.hk](http://www.fseservices.com.hk) and you can access the relevant documents under the sub-sections titled “Financial Reports” and “Circulars”. The documents are also available on the HKEXnews website at [www.hkexnews.hk](http://www.hkexnews.hk). If you have elected to receive the Corporate Communications<sup>(Note 2)</sup> in printed form, the printed version of the Current Corporate Communications in your selected language(s) is enclosed.

If you wish to (i) receive the Current Corporate Communications in printed form or in a language version other than your existing choice; and/or (ii) change your choice of language or means of receiving all future Corporate Communications, please complete, sign and return the enclosed Request Form to the Company’s branch share registrar in Hong Kong (the “Hong Kong Registrar”), Tricor Investor Services Limited, at Level 54, Hopewell Centre, 183 Queen’s Road East, Hong Kong. If you post the enclosed Request Form in Hong Kong, you may use the freepost mailing label provided at the bottom of the Request Form when returning the Request Form to the Company. If you are mailing from overseas, please affix an appropriate stamp.

Should you have any queries in relation to this letter, please call the telephone hotline of the Hong Kong Registrar at (852) 2980 1333 during business hours (9:00 a.m. to 5:00 p.m. from Mondays to Fridays, excluding public holidays).

Yours faithfully,  
For and on behalf of  
**FSE Services Group Limited**  
**Chan Ju Wai**  
*Company Secretary*

*Notes:*

1. This letter is addressed to non-registered shareholders of the Company. Non-registered shareholder 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.
2. Corporate Communications refer to any document(s) issued or to be issued by the Company for the information or action of any holders of its securities, including but not limited to: (a) directors’ reports, annual accounts together with the independent auditor’s reports and, where applicable, summary financial reports; (b) interim reports and, where applicable, summary interim reports; (c) notices of meetings; (d) listing documents; (e) circulars; and (f) proxy forms.

Name(s) and address of Non-registered Shareholder(s):  
非註冊股東的姓名及地址：

## REQUEST FORM 申請表格

To: **FSE Services Group Limited (the “Company”)**  
**(Stock Code: 331)**  
c/o Tricor Investor Services Limited  
Level 54, Hopewell Centre, 183 Queen’s Road East,  
Hong Kong

致： 豐盛服務集團有限公司(「本公司」或「貴公司」)  
(股份代號：331)  
經卓佳證券登記有限公司  
香港皇后大道東183號  
合和中心54樓

I/We would like to receive the 2019–2020 annual report and the circular dated 19 October 2020 and all future Corporate Communications\* of the Company in printed form in the manner indicated below:

本人／吾等現欲以下列方式收取 貴公司2019–2020年年報及日期為2020年10月19日之通函及所有日後公司通訊\*之印刷本：

(Please mark ✓ in **ONLY ONE** of the following boxes 請從下列選擇中，僅在其中一個空格內劃上「✓」號)

- in printed form in English only; OR  
僅收取英文印刷本；或
- in printed form in Chinese only; OR  
僅收取中文印刷本；或
- in printed form in both English and Chinese.  
同時收取中、英文印刷本。

Contact telephone number  
聯絡電話號碼

Signature(s)  
簽名

Notes 附註：

- Please complete all your details clearly. Please specify your name(s) and address clearly in CAPITAL LETTERS IN ENGLISH on the top left hand corner in this Request Form if you download this form from the website.  
請閣下清楚填妥所有資料。倘若閣下從網上下載本申請表格，請於本表格左上方用英文正楷清楚註明閣下的姓名及地址。
  - This Request Form is to be completed by non-registered shareholders (a “non-registered shareholder” means such person or company whose shares in the Company 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).  
本申請表格是由本公司之非註冊股東(「非註冊股東」指所持有的本公司股份存放於中央結算及交收系統的人士或公司，透過香港中央結算有限公司不時向本公司發出通知表示該等人士或公司欲收到公司通訊)填妥的。
  - Any form with more than one box marked ✓, with no box marked ✓, 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。
  - The above instruction will apply to all the Company’s Corporate Communications to be sent to you until you notify the Company’s branch share registrar in Hong Kong, Tricor Investor Services Limited, to the contrary or unless you have at anytime ceased to have shareholdings in the Company.  
上述指示適用於發送予閣下之所有本公司通訊，截至閣下通知本公司之香港股份過戶登記分處卓佳證券登記有限公司另外之安排或任何時候停止持有本公司的股份。
  - For the avoidance of doubt, we do not accept any other instructions written on this Request Form.  
為免存疑，公司概不接受在本申請表格上書寫的任何其他特定指示。
- \* Corporate Communication(s) refers to any document(s) issued or to be issued by the Company for the information or action of the shareholders, including but not limited to: (a) the directors’ reports, annual accounts together with the independent auditor’s reports and, where applicable, summary financial reports; (b) 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，指貴公司刊發或將予刊發以供股東參照或採取行動之任何文件，包括但不限於：(a)董事會報告、年度賬目連同獨立核數師報告及(如適用)財務報告摘要；(b)中期報告及(如適用)中期報告摘要；(c)會議通告；(d)上市文件；(e)通函；及(f)代表委任表格。

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#### 郵寄標籤 MAILING LABEL

閣下寄回本申請表格時，請將郵寄標籤剪貼於信封上。  
如在本港投寄，毋須貼上郵票。  
Please cut the mailing label and stick it on an envelope  
in order to return this Request Form to us.  
No postage stamp necessary if posted in Hong Kong.

卓佳證券登記有限公司  
Tricor Investor Services Limited  
簡便回郵號碼 Freepost No. 37  
香港 Hong Kong  
FSE Services Group Limited  
豐盛服務集團有限公司