



山東新華製藥股份有限公司
Shandong Xinhua Pharmaceutical Company Limited
(a joint stock company established in the People's Republic of China with limited liability)
(於中華人民共和國註冊成立之股份有限公司)
(Stock Code 股份代碼: 00719)

29 April 2025

Dear registered shareholder(s),

Reminder letter regarding the Arrangement of Electronic Dissemination of Corporate Communications (Note 1)

With reference to the notification letter dated 20 February 2024 titled "Arrangement of Electronic Dissemination of Corporate Communications", Shandong Xinhua Pharmaceutical Company Limited (the "Company") is writing to remind you that the Company has adopted electronic dissemination of corporate communications (the "Corporate Communications"), which means 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 (a) the directors' report, its annual accounts together with a copy of the auditors' report and, where applicable, its summary financial report; (b) the interim report and, where applicable, its summary interim report; (c) a notice of meeting; (d) a listing document; (e) a circular; and (f) a proxy form.

Please note that both the English and Chinese versions of all future Corporate Communications will be available electronically on the website of the Company at www.xhzy.com and the HKEX news website at www.hkexnews.hk in place of printed copies.

Solicitation of electronic contact details

The Company has not received your email address for the electronic dissemination of Corporate Communications. To ensure timely receipt of the latest Corporate Communications, the Company recommends you to provide your email address by scanning your personalized QR code printed on the enclosed reply form (the "Reply Form"). Alternatively, you may sign and return the Reply Form to the Company's Hong Kong share registrar (the "Share Registrar"), Computershare Hong Kong Investor Services Limited, at 17M Floor, Hopewell Centre, 183 Queen's Road East, Wan Chai, Hong Kong.

If the Company does not receive a functional email address in your reply, until such time that the functional email address is provided to the Share Registrar, (i) you may not receive notifications regarding the publication of Corporate Communications; (ii) you will need to proactively check the Company's website and the HKEX news website to keep up with the publication of Corporate Communications; and (iii) the Company will send the Actionable Corporate Communications (Note 2) **to you in printed form**

If you want to receive the Corporate Communications in printed form, please complete the enclosed Reply Form and send it to the Share Registrar or send an email to shandongxinhuapharmaceutical.ecom@computershare.com.hk specifying your name, address and request to receive the Corporate Communications in printed form. Please note that such instruction shall be valid for one year starting from the receipt date of your instruction and will expire thereafter.

Should you have any queries relating to this letter, please send an email to shandongxinhuapharmaceutical.ecom@computershare.com.hk and contact the Share Registrar.

Yours faithfully,
By Order of the Board
Shandong Xinhua Pharmaceutical Company Limited
He Tongqing
Chairman

Note 1: This letter is addressed to registered shareholders of the Company who have not yet provided an email address for the timely receipt of actionable corporate communications. If you are a new registered shareholder, please read the arrangement for the electronic dissemination of corporate communications below and provide your email address as recommended.

Note 2: 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.

各位登記股東：

以電子方式發布公司通訊安排的提示信函 (附註 1)

根據日期為二零二四年二月二十日有關「以電子方式發布公司通訊之安排」之通知信函所述，山東新華製藥股份有限公司（「公司」）謹此提醒閣下，公司已採用以電子方式發布公司通訊（「公司通訊」）之安排，該公司通訊是指公司為向其任何證券持有人提供資訊或提醒其採取行動而發布或將要發布的任何文件，包括但不限於(a) 董事報告、年度帳目以及審計報告副本以及（如適用）財務摘要報告；(b) 中期報告及（如適用）其中期報告摘要；(c) 會議通知；(d) 上市文件；(e) 通函；和 (f) 委任表格。

請注意，所有未來公司通訊的英文版和中文版將在公司網站 www.xhzy.com 和披露易網站 www.hkexnews.hk 上提供，以代替印刷本。

徵集電子聯絡資料

公司尚未收到閣下接收公司通訊提供電子郵件地址。為確保及時收到最新的公司通訊，公司建議閣下透過掃描本函隨附之回條（「回條」）上列印的閣下專屬二維碼來提供閣下的電子郵件地址。或者，閣下也可以簽署回條並交回公司的香港股份過戶登記處（「股份過戶處」）香港中央證券登記有限公司，地址為香港灣仔皇后大道東 183 號合和中心 17M 樓。

如果公司沒有收到閣下的有效電子郵件地址，直至股份過戶處收到閣下有效的電子郵件地址前，(i) 閣下將可能收不到有關發布公司通訊的通知；(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的發布；及(iii) 本公司將以印刷本形式發送可供採取行動的公司通訊給閣下 (附註 2)。

若閣下希望收取日後公司通訊之印刷本，請填妥隨附之回條並交予股份過戶處或發送電子郵件至 shandongxinhuapharmaceutical.ecom@computershare.com.hk，並註明閣下的姓名、地址以及收取公司通訊印刷版的要求。請注意，收取日後公司通訊印刷本之指示由收悉閣下指示當日起計一年內有效，此後將過期。

如閣下對本函件有任何疑問，請發送電子郵件至 shandongxinhuapharmaceutical.ecom@computershare.com.hk 及與股份過戶處聯絡。

承董事會命
山東新華製藥股份有限公司
賀同慶
董事長
謹啟

二零二五年四月二十九日

附註 1: 此函件致尚未提供電子郵件地址以接收可供採取行動的公司通訊之公司登記股東。若閣下為新登記股東，請閱讀以下以電子方式發布公司通訊的安排，並按建議提供閣下的電子郵件地址。

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或作出選擇的公司通訊。

REPLY FORM 回條

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

(Please **choose ONLY ONE** of the options below)
(請從以下選項中只選擇其中一項)

Personalized QR Code
專屬二維碼

選項 1： 掃描 閣下專屬二維碼提供 閣下之電子郵件地址，以接收公司通過電子方式發佈可供採取行動的未來公司通訊。(附註 3)

You are **NOT required** to return this Reply Form if you choose Option 1.
如選擇了選項 1，閣下無須交回本回條。

Option 2: I/we hereby provide my/our email address in writing for receipt of future Actionable Corporate Communications^(Note 3) of the following listed company (the “Company”) via electronic dissemination

選項 2: 本人/吾等現以書面提供本人/吾等之電子郵件地址，以確保收到以下上市公司（「公司」）通過電子方式發佈可供採取行動的未來公司通訊（附註 3）

Name of the listed company 上市公司名稱:

Shandong Xinhua Pharmaceutical Company Limited
山東新華製藥股份有限公司

Email address 電郵地址. (Notes 3 / 附註 3)

[illegible]

Option 3: I/we hereby request for receipt of Corporate Communications* in printed form (Please mark "✓" in the below box if applicable)

選項3: 本人/吾等現要求收取公司通訊*印刷版 (如適用, 請在以下方格內劃上「✓」號)

☐ receive future Corporate Communications* in printed copy and noted that this instruction is valid only for one year starting from the receipt date of instruction. (附註 5)

Date:

日期：

1. Please complete all your details clearly. If your shares are held in joint names, all of the joint shareholders should jointly sign this Reply Form in order to be valid.

請清楚填妥 閣下之所有資料。如屬聯名股東，則本回條須由所有聯名股東聯合簽署，方為有效。

2. Any Reply Form with no signature or otherwise incorrectly completed will be void.

任何回條若未有簽署或在其他方面填寫不正確，則本回條將會作廢。

3. If the Company does not receive a functional email address in your reply, the Company will send the Actionable Corporate Communication in printed form in the future. 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.
如公司沒有收到閣下的有效電子郵件地址，本公司將以印刷本形式發送可供採取行動的未來公司通訊。可供採取行動的公司通訊指任何涉及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。

4. If you provide more than one email address by OR code, email, reply form and/or other means, only the latest one email address provided will be registered.

4. If you provide more than one email address by QR code, email, reply form and/or other means, only the latest one email address provided will be re-
如閣下通過二維碼、電郵、回條及/或其他方式提供多於一個的電子郵件地址，只有閣下最後提供的電子郵件地址將會被用於登記。

5. If you mark "✓" in the box in Option 3, no email address will be registered and only Corporate Communications* in printed form will be received.

如 閣下在選項 3 方格內劃上「✓」號，將不會有電子郵件地址被登記，只有公司通訊*的印刷版會被收取。

6. *For the avoidance of doubt, the Company does not accept any other instructions given on this Reply Form.*

* 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.

PERSONAL INFORMATION COLLECTION STATEMENT

收集個人資料聲明

(i) “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”).

(ii) Your Personal Data provided in this Reply Form will be used in connection with, including but not limited to, the Company's electronic dissemination of Corporate Communications and to liaise with you on other matters relating to your holdings in the Company. 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 instruction and/or request as stated in this Reply Form.

(iii) 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. 閣下之個人資料可能會被披露或轉交予本公司之附屬公司、股份過戶處、或/及其他公司或團體，並在適當期間保留該等個人資料以核實及紀錄用途。

(iv) 閣下有何疑問或對用途或是否法例規定的情況，請向下列個人資料政策或轉介給閣下所屬公司、政府部門、及/或其他公司或團體，並請在適當期間聯絡該等個人資料政策及紀錄持牌。

閣下如有任何有關或反對或/或 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.

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。

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Mailing Label 郵寄標籤

Computershare Hong Kong Investor Services Limited

香港中央證券登記有限公司

Freemove No. 簡便回郵號碼: 37

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。