



**Hung Fook Tong Group Holdings Limited**

鴻福堂集團控股有限公司

*(Incorporated in the Cayman Islands with limited liability)*

**Stock Code: 1446**

**PROCEDURES FOR SHAREHOLDER TO PROPOSE A PERSON  
FOR ELECTION AS A DIRECTOR OF THE COMPANY**

*(Adopted by the Company pursuant to the Board resolution  
passed on 31 December 2018)*

Hung Fook Tong Group Holdings Limited (the “**Company**”) adopts a formal, considered and transparent procedure for shareholders to propose a person for election as a director of the Company (“**Director**”). The following procedures are subject to the Company’s Memorandum and Articles of Association, the Cayman Islands Companies Law and applicable legislation and regulation:

- If a shareholder, who is duly qualified to attend and vote at the general meeting convened to deal with the appointment or election of Director(s), wishes to propose a person for election as a Director at that meeting, he/she shall have to lodge a written notice at the Company’s principle place of business in Hong Kong at 11 Dai King Street, Tai Po Industrial Estate, Tai Po, New Territories, Hong Kong, for the attention of the Company Secretary of the Company.
- In order for the Company to inform all shareholders of that proposal, the written notice must state (i) his/her intention to propose such person for election as a Director, and (ii) the biographical details of such nominated candidate as required under Rule 13.51(2) of the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited (“**Listing Rules**”) for publication by the Company and be signed by the shareholder concerned and the person who has been proposed indicating his/her willingness to be elected.
- The period for lodgement of the above notice shall be a 7-day period commencing on the day after the despatch of the notice of the general meeting appointed for such election of Director(s) and ending on the date falling 7 days after the despatch of the said notice of the general meeting.
- Upon receipt of the above notice from a shareholder which is received after publication of the notice of general meeting, the Company shall, prior to the general meeting, publish an announcement or issue a supplementary circular disclosing the particulars of the proposed Director pursuant to Rule 13.51(2) of the Listing Rules.

Shareholders who have enquiries regarding the above procedures may write to the Company Secretary at 11 Dai King Street, Tai Po Industrial Estate, Tai Po New Territories, Hong Kong.

*Note: If there is any inconsistency between the English and Chinese versions of this document, the English version shall prevail.*

*31 December 2018*