



碧桂园服务
COUNTRY GARDEN SERVICES

COUNTRY GARDEN SERVICES HOLDINGS COMPANY LIMITED

碧桂园服务控股有限公司

(Incorporated in the Cayman Islands with limited liability)

(於開曼群島註冊成立之有限公司)

(Stock Code 股份代號：6098)

NOTIFICATION LETTER 通知信函

8 January 2026

Dear Registered Shareholders,

Country Garden Services Holdings Company Limited (the “Company”)

– Notice of publication of the circular of the Extraordinary General Meeting dated 8 January 2026 and Form of Proxy (the “Current Corporate Communication”)

The English and Chinese versions of the Company’s Current Corporate Communication are now available on the Company’s website at www.bgyfw.com and the website of The Stock Exchange of Hong Kong Limited at www.hkexnews.hk respectively (the “Website Version”). The Company strongly recommends you to access the Website Version of the Current Corporate Communication and all future Corporate Communications^(Note 1). If you have elected to receive the Corporate Communications in printed form, the Current Corporate Communication is enclosed.

If you have difficulty in receiving email notification or gaining access to the Website Version of the Corporate Communications and would like to receive the Current Corporate Communication and all future Corporate Communications in printed form, please complete, sign and return the enclosed Reply Form to the Company’s branch share registrar in Hong Kong, Tricor Investor Services Limited (the “Branch Share Registrar”) at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong by post using the provided prepaid mailing label (no stamp is needed if posted in Hong Kong) or by email to 6098-ecom@vistra.com. The Company will send the Current Corporate Communication and all future Corporate Communications to you in printed form free of charge upon your request.

It is the responsibility of registered shareholders to provide a functional email address. If you have not provided your email address to the Company or need to update your email address, the Company recommends you to provide your email address by completing, signing and returning the enclosed Reply Form to the Branch Share Registrar at the above-mentioned address by post or by email to 6098-ecom@vistra.com. If the Company does not have your functional email address, until such time that the functional email address is provided to the Branch Share Registrar, you will be unable to receive via email notices of publication of the Website Version of Corporate Communications (“Notice of Publication”) and Actionable Corporate Communications^(Note 2) in electronic form. As such, the Company would only be able to send you the Notice of Publication and the Actionable Corporate Communications in printed form.

Should you have any queries relating to this notification, please call the Branch Share Registrar’s telephone hotline at (852) 2980 1333 from 9:00 a.m. to 6:00 p.m., Monday to Friday (excluding public holidays).

By the order of the Board
Country Garden Services Holdings Company Limited
XU Binhuai
President and Executive Director

Notes:

- (1) Corporate Communication(s) include(s) any document(s) issued or to be issued by the Company for the information or action of holders of any of its securities or the investing public, including but not limited to (a) the directors’ report and 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) the quarterly report, if any; (d) a notice of meeting; (e) a listing document; (f) a circular; and (g) a proxy form.
- (2) Actionable Corporate Communication(s) refer(s) to any corporate communication(s) that seek instructions from the shareholders on how they wish to exercise their rights or make elections as shareholders.

各位登記股東：

碧桂园服务控股有限公司(「本公司」)

– 刊發有關日期為2026年1月8日之股東特別大會通函及代表委任表格的通知(「本次公司通訊」)

本公司的本次公司通訊之中，英文版本已分別上載於本公司網站(www.bgyfw.com)及香港聯合交易所有限公司之網站(www.hkexnews.hk) (「網站版本」)。我們建議閣下閱覽本公司本次公司通訊及所有日後公司通訊^(附註1)的網站版本。如閣下已選擇收取公司通訊的印刷本，隨函附上本次公司通訊。

如閣下因任何理由無法以電子郵件方式收取通知或閱覽公司通訊的網站版本及欲索取本次公司通訊及所有日後公司通訊的印刷本，請填妥及簽署隨附之回條，並以已預付郵費的郵寄標籤寄回本公司之香港股份過戶登記分處(「股份過戶登記分處」)卓佳證券登記有限公司(地址為香港夏慤道16號遠東金融中心17樓)(如在香港投寄毋須貼上郵票)，或電郵至6098-ecom@vistra.com。本公司會因應閣下之要求寄上本次公司通訊及所有日後公司通訊的印刷本，費用全免。

登記股東有責任提供有效的電子郵件地址。如閣下尚未提供閣下之電子郵件地址予本公司，或需更新閣下之電子郵件地址，本公司建議閣下填妥及簽署隨附之回條，並按上述地址以郵寄方式交回本公司的股份過戶登記分處或以電郵方式發送至6098-ecom@vistra.com。如果本公司沒有收到閣下的有效電子郵件地址，閣下將無法透過電子郵件方式收取以電子方式發送的公司通訊網站版本的登載通知(「登載通知」)及可供採取行動的公司通訊^(附註2)。本公司只能以印刷本方式向閣下發送登載通知及可供採取行動的公司通訊之印刷本予閣下，直至股份過戶登記分處收到閣下有效的電子郵件地址為止。

倘閣下對本通知有任何查詢，請於星期一至星期五(公眾假期除外)上午9時至下午6時，致電股份過戶登記分處熱線(852) 2980 1333。

承董事會命
碧桂园服务控股有限公司
總裁兼執行董事
徐彬淮

2026年1月8日

附註：

- (1) 公司通訊包括本公司發佈或將予發佈以供其任何證券持有人或投資大眾參照或採取行動的任何文件，其中包括但不限於(a)董事會報告，公司年度賬目連同核數師報告以及(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)季度報告(如有)；(d)會議通告；(e)上市文件；(f)通函；及(g)代表委任表格。
- (2) 可供採取行動的公司通訊是指任何涉及要求股東指示其擬如何行使其有關股東的權利或作出選擇的公司通訊。

Registered Shareholder's information (English name and address)
登記股東資料(英文姓名及地址)

REPLY FORM 回條

To: **Country Garden Services Holdings Company Limited (the “Company”)**
(Stock Code: 6098)
(Incorporated in the Cayman Islands with limited liability)
 c/o Tricor Investor Services Limited
 17/F, Far East Finance Centre,
 16 Harcourt Road, Hong Kong

致： 碧桂園服務控股有限公司(「本公司」)
(股份代號：6098)
(於開曼群島註冊成立的有限公司)
經卓佳證券登記有限公司
香港夏慤道16號
遠東金融中心17樓

Part A I/We would like to receive the Current Corporate Communication and all future Corporate Communications in printed form in the manner indicated below:
甲部 本人／我們現欲以下列方式收取本次公司通訊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)

- ☐ I/We would like to receive a printed copy **in the English language only**; OR
本人／我們現欲收取一份英文印刷本；或
- ☐ I/We would like to receive a printed copy **in the Chinese language only**; OR
本人／我們現欲收取一份中文印刷本；或
- ☐ I/We would like to receive a printed copy **in both the English language and the Chinese language**.
本人／我們現欲收取英文和中文各一份印刷本。

Part B I/We would like to receive all future Corporate Communications and Actionable Corporate Communications in electronic form via the email address below:
乙部 本人／我們現欲以電子郵件方式透過以下電郵地址收取本公司所有日後的公司通訊及可供採取行動的公司通訊：

[illegible]

(Please provide the email address in BLOCK LETTERS)
(請以英文正楷填寫電郵地址)

Name(s) of Shareholder(s):
股東姓名: (Please use BLOCK LETTERS 請用正楷填寫)

Signature: _____
 簽名: _____

Address: _____ (Please use BLOCK LETTERS 請用正楷填寫)

Contact telephone number: _____ Date: _____
聯絡電話號碼: _____ 日期: _____

Notes附註:

1. Please complete and sign this form and return it by cutting and sticking the prepaid mailing label on an envelope to the Company's branch share registrar in Hong Kong, Tricor Investor Services Limited ("Branch Share Registrar") or via email to 6098-econ@vistra.com. 請填妥及簽署本回條，並以隨附已預付郵費的郵票標籤貼於信封上，寄回本公司之香港股份過戶登記處卓佳證券登記有限公司（「股份過戶登記處」），或電郵至 6098-econ@vistra.com。
2. Please complete this form clearly. Any form with no indicated choice, with no signature or otherwise incorrectly completed shall be void. If your shares are held in joint names, the shareholder whose name stands first on the register of members of the Company in respect of the joint holding should sign on this form in order to valid. 請清楚填妥此表格。沒有填妥或沒有填妥有正確地填寫，均屬無效。如屬聯名股東，則本表格須由本公司股東名冊內名列於首位的股東簽署。方為有效。
3. The above instruction for part A will apply to all future Corporate Communications to be sent to you until you notify otherwise by reasonable notice in writing to the Company's Branch Share Registrar in Hong Kong or until the time when the Company publishes its annual report in the following year (whichever is earlier). Further request in writing will be required if a shareholder prefers to continue receiving printed copy of future Corporate Communications. 上述甲部指示適用於本公司日後向閣下發出之所有公司通訊，直至閣下以合理時間書面通知本公司之香港股份過戶登記處更改有關指示或直至本公司於下一年度刊發年報為止（以較早者為準）。如果股東希望繼續收到日後的公司通訊的印刷本，則需要做進一步書面請求。
4. If both English and Chinese versions of the Corporate Communications are combined into one document, a printed form of the Corporate Communications with both English and Chinese versions will be sent to the Shareholders requesting for a printed form of any version(s) of the Corporate Communications. 若公司通訊的英文版及中文版合併為一份文件，則公司通訊的英文版及中文版的印刷版本將會寄來索取任何版本本公司通訊印刷版本的股東。
5. If the Company does not possess the email address of a Shareholder or the email address provided is not functional, such Shareholder will be deemed, until such time when such Shareholder has provided a valid and functional email address to the Branch Share Registrar, to have elected to receive a notice of publication of the Corporate Communications by post. 倘若本公司並無股東的電子郵件地址或所提供的電子郵件地址無效，則該股東將被視為已選擇以郵寄方式接收公司通訊登載通知，直至該股東向股份過戶登記處提供有效且可用的電子郵件地址為止。
6. For the avoidance of doubt, we do not accept any special instructions written on this form. 為免引起疑問，在本回條作任何特別指示均不被接受。
7. Corporate Communications include any document(s) issued or to be issued by the Company for the information or action of holders of any of its securities or the investing public, including but not limited to (a) the directors' report and 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) the quarterly report, if any; (d) a notice of meeting; (e) a listing document; (f) a circular; and (g) a proxy form. 公司通訊包括本公司發佈或將予發佈以供其任何證券持有人或投資大眾參照或採取行動的任何文件，其中包括但不限於(a)董事會報告、公司年度賬目連同核數師報告以及(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)季度報告(如有)；(d)會議通告；(e)上市文件；(f)通函；及(g)代表委任表格。
8. Actionable Corporate Communications refer to any corporate communications that seek instructions from the Shareholders on how they wish to exercise their rights or make elections as Shareholders. 可供採取行動的公司通訊是指任何涉及要求股東指示或擬如何行使有關股東的權利或作出選擇的公司通訊。

PERSONAL INFORMATION COLLECTION STATEMENT 收集個人資料聲明

Personal Data in this statement has the same meaning as “personal data” defined in the Personal Data (Privacy) Ordinance (“**PDPO**”) enacted in 1993. Your supply of the Personal Data is on a voluntary basis and for the purpose of processing your instructions as stated in this form (the “**Purposes**”). If you fail to supply sufficient information, the Company may not be able to process your instructions. The Company may disclose or transfer the Personal Data to its subsidiaries, its share registrar and/or third party service provider who provides administrative, computer and other services to the Company for use in connection with the Purposes and to such parties who are authorized by law to receive the information or are otherwise relevant for the Purposes and need to receive the information. The Personal Data will be retained for such period as may be necessary to fulfill the Purposes (including for verification and record purposes). Request for access to and/or correction of the Personal Data can be made in accordance with the provisions of the PDPO and any such request should be in writing and sent to the Data Privacy Officer of Tricor Investor Services Limited at the above address.

本聲明中所指的「**個人資料**」與香港法例第486章(個人資料(私隱)條例)(即「**個人資料(私隱)條例**」)中「**個人資料**」的定義相同。閣下是自願提供個人資料,以用於處理閣下在本回條上所述的指示(該等用途)。如閣下未能提供足夠資料,本公司可能無法處理閣下的指示。本公司如未收到閣下所提供的資料,將無法為閣下提供服務或轉交本公司的附屬公司、股份登記處及/或向本公司提供行政、電腦及其他服務服務的人士之服務供使用。本公司將保留個人資料以作此用途,直至其不再需要為止。閣下可根據《個人資料(私隱)條例》提出有關存取或更改個人資料的要求,但有關要求須以書面方式向香港交易及金融管理局註冊的本公司資料私隱主任提出。

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Please cut the mailing label and stick it on an envelope to return this Reply Form to us.

No postage is necessary if posted in Hong Kong.

當閣下寄回本回條時，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。

Mailing Label 郵寄標籤

Tricor Investor Services Limited
卓佳證券登記有限公司
Freestop Number 簡便回郵號碼: 10 GPO
Hong Kong 香港