

# SHANGHAI GENCH EDUCATION GROUP LIMITED

## 上海建橋教育集團有限公司

(Incorporated in the Cayman Islands with limited liability)  
(於開曼群島註冊成立的有限公司)  
(Stock Code 股份代號:1525)

Dear shareholder(s),

### Arrangement of Electronic Dissemination of Corporate Communications

Pursuant to the Rules Governing The Listing of Securities on The Stock Exchange of Hong Kong Limited (the “**Listing Rules**”) under the expansion of paperless listing regime and electronic dissemination of corporate communications that came into effect on 31 December 2023, Shanghai Gench Education Group Limited (the “**Company**”) is writing to inform you that the Company has adopted electronic dissemination of Corporate Communications<sup>(Note 1)</sup>. The Company will disseminate its future Corporate Communications to its shareholders (the “**Shareholders**”) electronically and only send Corporate Communications (other than Actionable Corporate Communications<sup>(Note 2)</sup>) in printed form to the Shareholders upon request.

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.genchedugroup.com](http://www.genchedugroup.com) and the HKExnews website at [www.hkexnews.hk](http://www.hkexnews.hk) in place of printed copies. The Company will send the Actionable Corporate Communications to its Shareholders individually in electronic form by email. If the Company does not possess the email address of a Shareholder or the email address provided is not functional, the Company will send the Actionable Corporate Communication in printed form by mail.

Pursuant to current articles of association of the Company, any notice or other document if placed or published on either the Company’s website or the website of the Designated Stock Exchange, shall be deemed to have been given or served on the day on which the notice, document or publication first so appears on the relevant website, unless the Listing Rules specify a different date. In such cases, the deemed date of service shall be as provided or required by the Listing Rules.

#### Solicitation of electronic contact details

To support environmental protection and enhance efficient communication with you, the Company encourages and recommends you to provide your email address by completing and returning the Reply Form on the reverse side. If you want to receive the Corporate Communications in printed form, please complete the Reply Form on the reverse side and send it to N510, Library Building, Shanghai Jian Qiao University, No. 1111, Huchenghuan Road, Pudong New Area, Shanghai, China. You may also send email with a scanned copy of the duly completed and signed Reply Form to [ir@gench.edu.cn](mailto:ir@gench.edu.cn). Please note that such instruction shall be valid for one year starting from the receipt date of your instruction and will expire thereafter.

**It is the responsibility of a Shareholder to provide functional email address. The Company will be considered to have complied with the Listing Rules if it sends Actionable Corporate Communications to the email address provided by a Shareholder without receiving any “non-delivery message”. If the Company does not receive a functional email address in your reply, the Company will send the Actionable Corporate Communications to you in printed form in the future.**

You are entitled at any time by reasonable prior notice in writing to the Company at N510, Library Building, Shanghai Jian Qiao University, No. 1111, Huchenghuan Road, Pudong New Area, Shanghai, China or by sending an email to [ir@gench.edu.cn](mailto:ir@gench.edu.cn) to change your choice of means of receipt of future Corporate Communications.

Should you have any queries relating to this letter, please email the Company at [ir@gench.edu.cn](mailto:ir@gench.edu.cn).

By order of the Board  
Shanghai Gench Education Group Limited  
Chairman  
Zhao Donghui

Shanghai, 7 April 2025

#### Notes:

1. Corporate Communication 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.
2. Actionable Corporate Communication means 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.

各位股東：

### 以電子方式發佈公司通訊之安排

根據自2023年12月31日起生效的擴大無紙化制度及以電子方式發佈公司通訊規定下香港聯合交易所有限公司證券上市規則(「**上市規則**」)第2.07條，上海建橋教育集團有限公司(「**本公司**」)謹此通知 閣下，公司已採用以電子方式發佈公司通訊(「**公司通訊**」)之安排<sup>(註1)</sup>。公司將以電子方式向股東(「**股東**」)傳播未來的公司通訊，並僅向有要求的股東發送公司通訊(可供採取行動的公司通訊除外<sup>(註2)</sup>)的印刷本。

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.genchedugroup.com](http://www.genchedugroup.com)和披露易網站[www.hkexnews.hk](http://www.hkexnews.hk)上提供，以代替印刷本。公司將通過電子郵件形式單獨向股東發送可供採取行動的公司通訊。如果公司沒有股東的電子郵寄地址或提供的電子郵寄地址無效，公司將以郵寄形式發送可供採取行動的公司通訊印刷本。

根據公司現行章程，任何通知或其他文件如於本公司網站或指定證券交易所網站上刊登或刊發，則應視為已於通告、文件或刊物首次於相關網站刊登當日發出或送達(上市規則則明另一日期除外)。於此情況下，視為送達日期應符合上市規則之規定或要求。

#### 徵集電子聯絡資料

為支持環保及提升與 閣下的溝通效率，本公司鼓勵及建議 閣下通過填寫並返回背面的回復表格選擇收取所有日後公司通訊的網上版本。閣下如欲收取本公司通訊的印刷本，請填妥本函背頁的回條，並使用貼有郵票的自備信封將回條寄發至本公司，地址為中國上海市浦東新區滬城環路1111號上海建橋學院圖書館N516室。閣下亦可將填妥及簽署的回條掃描本電郵至[ir@gench.edu.cn](mailto:ir@gench.edu.cn)。請注意，收取未來公司通訊印刷版之指示由收悉 閣下指示當日起計一年內有效，此後將過期。

股東有責任提供有效的電子郵件地址。如果公司向股東提供的電子郵件地址發送可採取行動的公司通訊，而未收到任何「未送達信息」，則公司將被視為遵守了《上市規則》。如果公司在您的回覆中沒有收到有效電子郵件地址，公司將在未來以印刷本形式向您發送可供採取行動的公司通訊。

閣下有權隨時向本公司(地址為中國上海市浦東新區滬城環路1111號上海建橋學院圖書館N516室)發出合理的事先書面通知或發送電郵至[ir@gench.edu.cn](mailto:ir@gench.edu.cn)，更改 閣下收取日後公司通訊方式的選擇。即使 閣下已選擇(或被視為已同意)收取日後公司通訊的網上版本，但因任何原因難以收取或瀏覽公司通訊的網上版本，本公司將應書面要求或電郵至[ir@gench.edu.cn](mailto:ir@gench.edu.cn)，免費向 閣下寄發公司通訊的印刷本。

如 閣下對本函件有任何疑問，請電郵本公司至[ir@gench.edu.cn](mailto:ir@gench.edu.cn)。

承董事會命  
上海建橋教育集團有限公司  
主席  
趙東輝

上海，2025年4月7日

#### 註釋：

1. 公司通訊指本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佈或將要發佈的任何文件，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)中期報告及其中期報告摘要(如適用)；(c)會議通知；(d)上市文件；(e)通函和(f)委任表格。
2. 可供採取行動的公司通訊是指向發行人的證券持有人尋求關於他們希望如何行使其權利或選擇作為發行人證券持有人的指示的任何公司通訊。

## REPLY FORM回條

致： 上海建橋教育集團有限公司(「本公司」)  
(股份代號：1525)  
中國上海市浦東新區滬城環路1111號  
上海建橋學院圖書館N516室

本人／吾等現要求以下列方式收取本公司所有日後通訊(請僅在下列其中一個空格內劃上「✓」號)

[illegible]

receive a printed English version only of the Corporate Communications  
僅收取公司通訊的英文印刷本  
receive a printed Chinese version only of the Corporate Communications  
僅收取公司通訊的中文印刷本

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 闕清楚填妥所有資料。如屬聯名股東，則本表格須由所有聯名股東聯合簽署，方為有效。

2. Any form with no box marked (✓), with no signature or otherwise incorrectly completed will be void.  
如在本表格未有在方格內劃上「✓」號，或未有簽署，或在其他方面填寫不正確，則本表格將會作廢。

3. For the avoidance of doubt, the Company does not accept any other instructions given on this Reply Form.  
為免存疑，在本回條上的任何額外指示，公司將不予處理。

4. "Corporate Communication(s)" 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 (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.  
除非另有註明，公司通訊指公司已發出或將予發出以供其任何證券的持有人參照或採取行動的任何文件，其中包括但不限於(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)中期報告及其中期報告摘要(如適用)；(c)會議通知；(d)上市文件；(e)通函和(f)委任表格。

5. "Actionable Corporate Communication(s)" refer to any Corporate Communication from the Company that seeks instructions from its securities holders on how they wish to exercise their rights or make an election as the securities holders of the Company.  
「可採取行動之公司通訊」指本公司發出的任何公司通訊，該通訊尋求其證券持有人就如何行使其作為本公司證券持有人的權利或進行選擇作出的指示。

## 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").  
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》(「私隱條例」)中「個人資料」的涵義相同。

(ii) Your Personal Data provided in this Reply Form will be used in connection with the Company's electronic dissemination of Corporate Communications\*. 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 instructions and/or requests as stated in this Reply Form.  
閣下於本回條所提供的個人資料將用於有關公司以電子方式發布公司通訊的事宜上。閣下是自愿向本公司提供個人資料。若閣下未能提供足夠資料，本公司可能無法處理閣下在本回條上所述的指示及/或要求。

(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.  
公司可就任何所說明的用途或在法例規定的情況下，將閣下的個人資料披露或轉移給公司的附屬公司、股份過戶處，及/或其他公司或團體，並將在適當期間保留該等個人資料作核實及記錄用途。

(iv) You have the right to request access to and/or 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 Company at N510, Library Building, Shanghai Jian Qiao University, No. 1111, Huqianghuan Road, Pudong New Area, Shanghai, China.  
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本公司(地址為中國上海市浦東新區滬城環路1111號上海建橋學院圖書館N516室)。

(Please click along the dotted line) (請沿虛線剪下)

**Mailing Label 郵寄標籤**

**Shanghai Gench Education Group Limited**  
**上海建橋教育集團有限公司**

N510, Library Building, Shanghai Jian Qiao University,  
No. 1111, Huchenghuan Road, Pudong New Area,  
Shanghai, China  
中國上海市浦東新區滬城環路1111號上海建橋學院圖書  
館N516室

*Please use your own envelope stuck with stamp to return the Reply Form to us.*  
當閣下寄回此回條時，請自備信封，並貼上郵票郵寄。