



# 港華智慧能源有限公司 Towngas Smart Energy Company Limited

(Incorporated in the Cayman Islands with limited liability)  
(Stock Code: 1083)

Personal Identification Number

14 April 2022

Dear Shareholders,

## 2022 Annual General Meeting (“AGM”)

The AGM of Towngas Smart Energy Company Limited (the “Company”) will be held at 18th Floor, Harbour East, 218 Electric Road, North Point, Hong Kong on Thursday, 26 May 2022 at 11:00 a.m..

Shareholders may attend, participate and vote by electronic means at the AGM through online access by visiting website <https://meetings.computershare.com/TSELAGM2022> (“Webcast Link”). By attending the AGM online, you will be able to view a live webcast of the AGM, cast your votes and submit questions online. The live online webcast will open for Shareholders to log in approximately 30 minutes prior to the commencement of the AGM from any location with access to the internet with a smart phone, tablet device or computer.

**TO ACCESS THE LIVE ONLINE WEBCAST, PLEASE CLICK ON THE WEBCAST LINK AND ENTER THE DESIGNATED DISTINCTIVE USERNAME AND PASSWORD BELOW:**

**Username:** your 10-digit shareholder reference number starting with “C” (“SRN”) printed under the barcode on the top right corner of this letter

**Password:** the five-digit Personal Identification Number (“PIN”) below the SRN

**Please keep the SRN and PIN in safe custody for use on the day of the AGM and do not disclose it to any other person.**

In view of the evolving COVID-19 pandemic situation in Hong Kong, the Company may implement further procedures and precautionary measures and change the AGM arrangements at short notice. Shareholders should visit the Company’s website at [www.towngassmartenergy.com](http://www.towngassmartenergy.com) for future announcements and updates on the AGM arrangements.

If Shareholders have any questions relating to the AGM, please contact Computershare Hong Kong Investor Services Limited, the Company’s branch share registrar in Hong Kong, as follows:

Computershare Hong Kong Investor Services Limited  
17M Floor, Hopewell Centre  
183 Queen’s Road East, Wanchai, Hong Kong  
Telephone: (852) 2862 8555  
Facsimile: (852) 2865 0990  
Website: [www.computershare.com/hk/contact](http://www.computershare.com/hk/contact)

Yours faithfully,  
For and on behalf of  
**Towngas Smart Energy Company Limited**  
**John Ho Hon-ming**  
*Executive Director and Company Secretary*