



**VTech Holdings Limited**  
**(the “Company”)**  
*(Incorporated in Bermuda with limited liability)*  
**(Stock code: 303)**

**Corporate Communications Arrangement**

**Corporate Communications**

Corporate Communication refers to any document 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 directors’ report and annual accounts together with a copy of the auditor’s report, the interim report, a notice of meeting, a listing document, a circular and a proxy form.

The English and Chinese versions of all the Company’s Corporate Communications are available on the Company’s website and the HKEXnews website.

Pursuant to the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited (“Stock Exchange”) and the Company’s Bye-laws, the Company makes available Corporate Communications (other than Actionable Corporate Communication) to shareholders by electronic means through the Company’s website and the HKEXnews website (“Electronic Version”), provided that the relevant shareholders have consented to receiving the Electronic Version. Shareholders and investors who would like to be notified when the Company publishes its Corporate Communications on the Company’s website and the HKEXnews website can register for the News Alerts on the Company’s website or News Alerts service on the Stock Exchange’s website.

Where a Corporate Communication is issued to seek instructions from the Company’s registered shareholders on how they wish to exercise their rights or make an election as shareholders (“Actionable Corporate Communication”), the Actionable Corporate Communication will be sent to registered shareholders individually by post to the shareholders’ addresses as they appear in the Company’s register of members.

*Arrangements with Registered Shareholders*

To promote electronic dissemination of Corporate Communications, similar consent will be sought from existing registered shareholders annually at the time when the Company publishes its annual report.



The Company will despatch the printed copy (“Printed Version”) of the Corporate Communication(s) to the registered shareholders in their choice of language to their addresses pursuant to their request, or if consent has not been sought from them to receiving the Electronic Version of Corporate Communications.

A notification of posting of the Corporate Communication(s) on the Company’s website will also be sent to registered shareholders who have elected (or deemed to have elected) the Electronic Version, by email or, if no email addresses are provided, by post to their addresses as they appear in the Company’s register of members. A registered shareholder who has elected (or is deemed to have elected) the Electronic Version but for any reason has difficulty in accessing the relevant Corporate Communication(s) electronically, or wishes to receive the Printed Version, the Company will upon his/her request send the Printed Version to him/her free of charge.

#### *Arrangements with Non-registered Shareholders*

A notification of posting of Corporate Communications on the Company’s website will be sent by post to non-registered shareholders whose shares in the Company (whether or not held through a broker or custodian) are held in the Central Clearing and Settlement System and who has notified the Company from time to time through Hong Kong Securities Clearing Company Limited that such person or company wishes to receive Corporate Communications of the Company. Non-registered shareholders may request to receive the Printed Version of Corporate Communications through the Company’s registrar by using the relevant Request Form as provided on the Company’s website.

#### **Election of Language and Means of Receipt of Corporate Communications**

Upon publication of Corporate Communication(s) by the Company on the Company’s website, a registered shareholder/non-registered shareholder, who wishes to receive the relevant Corporate Communication(s) in printed form or in a language version other than his/her existing choice, may complete and submit the relevant Request Form (see below) to the Company’s registrar by post to 17M Floor, Hopewell Centre, 183 Queen’s Road East, Wan Chai, Hong Kong, or by email to [investor\\_relations@vtech.com](mailto:investor_relations@vtech.com).

A registered shareholder/non-registered shareholder may from time to time change his/her choice of language or means of receiving Corporate Communications in writing to the Company’s registrar by completing and submitting the relevant Request Form (see below) by post to the above address, or by email to [investor\\_relations@vtech.com](mailto:investor_relations@vtech.com). The change



request will apply to the next and subsequent Corporate Communications issued by the Company.

A shareholder's request for the Printed Version of future Corporate Communications issued by the Company will remain valid or such shorter period if the original request is revoked in writing by the shareholder.

A registered shareholder, who wishes to only receive email notification of the posting of Corporate Communications on the Company's website in the future, may complete and submit the relevant Request Form (see below) to the Company's registrar by post to the above address, or by email to [investor\\_relations@vtech.com](mailto:investor_relations@vtech.com).

Request Forms for registered shareholders and non-registered shareholders to change their choice of language or means of receiving Corporate Communications and/or to request the Printed Version are available for download on the Company's website:

- Corporate Communication Request Form for Registered Shareholders
- Corporate Communication Request Form for Non-registered Shareholders

Shareholders who have any queries in relation to election of language and means of receipt of Corporate Communications may call the enquiry hotline of the Company on (852) 2667 3221 during business hours (9:00 am to 6:00 pm, Monday to Friday, excluding Hong Kong public holidays).

### **Actionable Corporate Communications**

Actionable Corporate Communications will be sent to the shareholders of the Company individually. Actionable Corporate Communications are any corporate communication that seeks instructions from the Company's shareholders on how they wish to exercise their rights or make an election as the Company's shareholders. Please note that Actionable Corporate Communications do not include notices of general meetings and proxy forms

March 2024