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## Request for Change Form

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To: **Kingboard Laminates Holdings Limited (the "Company")**  
c/o Tricor Investor Services Limited  
17/F, Far East Finance Centre  
16 Harcourt Road  
Hong Kong  
Facsimile number: (852) 2861 1465

I/We would like to change my/our means of receipt of all future Corporate Communications <sup>(Note 4)</sup>

(Please tick **ONLY ONE** box) <sup>(Note 5)</sup>

- (a) To receive the Corporate Communications via the **Company's Website** and to receive the **notification of publication of Corporate Communications** (the "Notification") **through my/our email address.** <sup>(Note 2)</sup>
- (b) To receive the Corporate Communications via the **Company's Website** and to receive the **Notification in printed form.**
- (c) To receive the **printed version** of the Corporate Communications.

Signature<sup>(Note 3)</sup>: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_ (English) \_\_\_\_\_ (Chinese)  
*(in block letters)*

Registered Address: \_\_\_\_\_  
*(in block English)*

Email Address<sup>(Note 2)</sup>: \_\_\_\_\_

Folio/Account Number: \_\_\_\_\_ Contact Phone Number: \_\_\_\_\_

**Notes:**

- Corporate Communications refer to any documents issued or to be issued by the Company for information or action of shareholders of the Company, including but not limited to annual report, interim report, notice of meeting, listing document, circular and proxy form.
- If no email address is provided, a printed copy of the Notification will be sent to you by post after the same is posted on the Company's Website.
- 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 holdings should sign this Request for Change Form in order for it to be valid.
- You are entitled at any time to change the means of receipt (either in printed form or via the Company's Website) of Corporate Communications by reasonable notice in writing to our branch share registrar in Hong Kong, Tricor Investor Services Limited at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong or by sending an email to its email address at [kingboard1888-ecom@hk.tricorglobal.com](mailto:kingboard1888-ecom@hk.tricorglobal.com).
- This Request for Change Form with no box ticked, with more than one box ticked, or otherwise incorrectly completed will be voided at the discretion of the Company.

**PERSONAL INFORMATION COLLECTION STATEMENT**

- "Personal Data" in these statements has the same meaning as "personal data" in the Personal Data (Privacy) Ordinance, Chapter 486 of the Laws of Hong Kong ("PDPO").
- Your supply of Personal Data to the Company is on a voluntary basis. Failure to provide sufficient information, the Company may not be able to process your instructions and/or requests as stated in this form.
- Your Personal Data may be disclosed or transferred by the Company to its subsidiaries, its branch share registrar and transfer office in Hong Kong, and/or other companies or bodies for any of the stated purposes, and retained for such period as may be necessary for our verification and record purposes.
- 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 to the Personal Data Privacy Officer of Tricor Investor Services Limited at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong.

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

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

**No postage stamp is required for local mailing**  
當閣下寄回此表格時，請將此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  
Freeport No. 簡便回郵號碼：10 GPO  
Hong Kong 香港