

## South Sea Petroleum Holdings Limited

## 南海石油控股有限公司

(Incorporated in Hong Kong with limited liability)

(於香港註冊成立之有限公司)

(Stock code / 股份代碼：076)

## NOTIFICATION LETTER 通知信函

9 September 2019

Dear Shareholder,

**South Sea Petroleum Holdings Limited (the “Company”)****– Notice of Publication of 2018 Annual Report, AGM Circular, AGM Proxy Form and Proposed Articles of Association (“Current Corporate Communication”)**

The Company’s Annual General Meeting will be held at 11:00 a.m. on Wednesday, 16 October 2019 at Unit 6, G/F., The Center, 99 Queen’s Road Central, Hong Kong. The English and Chinese versions of the Company’s Current Corporate Communication are available on the Company’s website at [www.southseapetro.com.hk](http://www.southseapetro.com.hk) and the website of The Hong Kong Exchanges and Clearing Limited (the “HKEx”) at [www.hkexnews.hk](http://www.hkexnews.hk).

If you want to receive the printed version of any Current Corporate Communication, please complete the request form (the “Request Form”) on the reverse side and send it to the Company c/o Computershare Hong Kong Investor Services Limited (the “Hong Kong Share Registrar”), at 17M Floor, Hopewell Centre, 183 Queen’s Road East, Wanchai, Hong Kong, by using the mailing label at the bottom of the Request Form (no postage stamp is needed if posted in Hong Kong). You may also send your request (specifying your name, address and request) by email at [ssp.ecom@computershare.com.hk](mailto:ssp.ecom@computershare.com.hk) or by notice in writing to the Hong Kong Share Registrar at the above address. Even if you have chosen (or are deemed to have consented) to receive all the Company’s Corporate Communication <sup>(Note)</sup> via the Company’s website (“Website Version”) but for any reason you have difficulty in receiving or gaining access to the Current Corporate Communication, you can request for the printed form of the Current Corporate Communication. The Company will promptly upon receipt of your request send the Current Corporate Communication to you in printed form free of charge.

You may at any time choose either to receive the Company’s Corporate Communication in printed form (in English version only, or in Chinese version only, or in both English and Chinese versions), or the Website Version. If you would like to change your choice of language or means of receipt of the Company’s Corporate Communication in future, please send email at [ssp.ecom@computershare.com.hk](mailto:ssp.ecom@computershare.com.hk) or notice in writing (specifying your name, address and request) to the Company c/o Hong Kong Share Registrar.

Should you have any queries relating to any of the above matters, please call the Company’s telephone hotline at (852) 2862 8688 during business hours from 9:00 a.m. to 6:00 p.m. from Monday to Friday, excluding public holidays.

On behalf of the Board of  
**South Sea Petroleum Holdings Limited**  
**Vivian Lam**  
Company Secretary

*Note: Corporate Communication refers to any document issued or to be issued by the Company 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.*

各位股東：

## 南海石油控股有限公司（「本公司」）

**– 二零一八年年報、股東週年大會通函、股東週年大會委任代表表格及建議之公司章程細則（「本次公司通訊文件」）之發佈通知**

本公司之股東週年大會將於 2019 年 10 月 16 日（星期三）上午 11 時正假座香港中環皇后大道中 99 號中環中心地下 6 室舉行。本公司的本次公司通訊文件中、英文版本已上載於本公司網站 [www.southseapetro.com.hk](http://www.southseapetro.com.hk) 及香港交易及結算有限公司（「香港交易所」）披露易網站 [www.hkexnews.hk](http://www.hkexnews.hk)，歡迎瀏覽。

如閣下欲收取任何本次公司通訊之印刷本，請填妥在本函背頁的申請表格（「申請表格」），並使用申請表格下方的郵寄標籤（如在香港投寄則毋需貼上郵票），把申請表格寄回本公司，由香港中央證券登記有限公司（「香港證券登記處」）轉交，地址為香港灣仔皇后大道東 183 號合和中心 17M 樓。閣下亦可將要求（註明閣下的姓名、地址及要求）以電郵方式發送到本公司之電郵地址 [ssp.ecom@computershare.com.hk](mailto:ssp.ecom@computershare.com.hk) 或以書面方式郵寄致香港證券登記處之上述地址。儘管閣下已選擇（或被視為已同意）透過本公司網站收取本公司所有公司通訊 <sup>(附註)</sup>（「網上版本」），如因任何理由以致閣下在收取或接收本次公司通訊上出現困難，閣下可要求收取本次公司通訊的印刷本，本公司將因應閣下的要求盡快向閣下發送本次公司通訊的印刷本，費用全免。

閣下可以隨時選擇收取公司通訊的印刷本（只收取英文印刷本，或只收取中文印刷本，或同時收取英文及中文印刷本），或網上版本。如閣下日後需要更改所選擇的本公司公司通訊之語言版本或收取方式，請發送電郵致 [ssp.ecom@computershare.com.hk](mailto:ssp.ecom@computershare.com.hk) 或以書面方式（註明閣下的姓名、地址及要求）送交香港證券登記處。

如對本函內容有任何疑問，請致電本公司電話熱線(852) 2862 8688，辦公時間為星期一至五（公眾假期除外）上午 9 時正至下午 6 時正。

承董事會命  
南海石油控股有限公司  
林莉如  
公司秘書

二零一九年九月九日

附註：公司通訊指本公司發出或將予發出的任何文件，包括但不限於：(a)董事會報告、年度財務報表連同核數師報告及財務摘要報告（如適用）；(b)中期報告及中期摘要報告（如適用）；(c)會議通告；(d)上市文件；(e)通函及(f)委任代表表格。

SHRH-09092019-1(7)



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(Incorporated in Hong Kong with limited liability)

(於香港註冊成立之有限公司)

(Stock code / 股份代碼：076)

### Request Form 申請表格

**To: South Sea Petroleum Holdings Limited (the "Company")**  
c/o Computershare Hong Kong Investor Services Limited  
17M Floor, Hopewell Centre,  
183 Queen's Road East, Wanchai, Hong Kong

**致：南海石油控股有限公司（「本公司」）**  
經 香港中央證券登記有限公司  
香港灣仔皇后大道東 183 號  
合和中心 17M 樓

I/We would like to receive the all Corporate Communication<sup>(1)</sup> of the Company as indicated below:

本人／我們希望以下列方式收取 貴公司之**全部**公司通訊文件<sup>(1)</sup>（「公司通訊文件」）：

(Please mark **ONLY ONE (X)** of the following boxes)

(請從下列選擇中，僅在其中一個空格內劃上「X」號)

- to receive the **printed English version** of all Corporate Communication **ONLY**; **OR**  
僅收取公司通訊文件之**英文印刷本**；或
- to receive the **printed Chinese version** of all Corporate Communication **ONLY**; **OR**  
僅收取公司通訊文件之**中文印刷本**；或
- to receive **both printed English and Chinese versions** of all Corporate Communication.  
同時收取公司通訊文件之**英文及中文印刷本**。

Name(s) of Shareholder(s):  
股東姓名

Signature:  
簽名

(Please use ENGLISH BLOCK LETTERS 請用英文正楷填寫)

Contact telephone number:  
聯絡電話號碼

Date:  
日期

Notes 附註：

- Corporate Communication includes 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, summary interim report; (c) a notice of meeting; (d) a listing document; (e) a circular; and (f) a proxy form.  
公司通訊文件包括但不限於：(a)董事會報告、年度財務報表連同核數師報告及財務摘要報告（如適用）；(b)中期報告及中期摘要報告（如適用）；(c)會議通告；(d)上市文件；(e)通函及(f)代理人委任表格。
- Please complete all your details clearly.  
請 閣下清楚填妥所有資料。
- Any form with more than one box marked (X), with no box marked (X), with no signature or otherwise incorrectly completed will be void.  
如在本表格作出超過一項選擇、或未有作出選擇、或未有簽署、或在其他方面填寫不正確，則本表格將會作廢。
- For the avoidance of doubt, we do not accept any other instructions given on this Form. Any other instructions inserted on this Form will be void.  
為免存疑，本公司恕不接受此表格上提供的任何其他指示。任何在此表格上提供的額外指示將視作無效。

#### 郵寄標籤 MAILING LABEL

香港中央證券登記有限公司  
Computershare Hong Kong Investor Services Limited  
簡便回郵號碼 Freepost No. 37  
香港 Hong Kong

閣下寄回此申請表格時，請將郵寄標籤剪貼於信封上。

**如在本港投寄毋須貼上郵票。**

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

**No postage stamp is necessary if posted in Hong Kong.**