



LAY HONG BERHAD

Registration No. 198301011738 (107129-H)
(Incorporated in Malaysia)

NOTIFICATION TO SHAREHOLDERS

Dear Valued Shareholders,

NOTIFICATION TO SHAREHOLDERS OF A FULLY VIRTUAL 40TH ANNUAL GENERAL MEETING (“**AGM**”) OF LAY HONG BERHAD (“**LHB**” OR THE “**COMPANY**”)

We are pleased to inform that the AGM of the Company will be held on a fully virtual basis via online meeting platform of Securities Services e-Portal at <https://sshsb.net.my/> provided by SS E Solutions Sdn. Bhd. in Malaysia on Friday, 27 September 2024 at 11.00 a.m.

The Annual Report 2024, Circular to Shareholders (“**Circular**”), Notice of AGM, Form of Proxy and Administrative Guide (collectively referred to as “**AGM Documents**”) have been published on our corporate website at www.layhong.com.my and Bursa Malaysia Berhad’s website at www.bursamalaysia.com. You may download the soft copy of the AGM Documents from the websites. Please ensure that you have downloaded a PDF reader in your device in order to view or download the AGM Documents.

Should you require a printed copy of the Annual Report 2024 and Circular, please complete the Request Form below and email to our Share Registrar at info@sshsb.com.my or fax to 03-2094 9940 or mail to Securities Services (Holdings) Sdn. Bhd., Level 7, Menara Milenium, Jalan Damanlela, Pusat Bandar Damansara, Damansara Heights, 50490 Kuala Lumpur, Wilayah Persekutuan (KL). The requested documents will be sent to you by ordinary post as soon as reasonably

practicable from the date of receipt of your request. We hope you will consider environmental protection before requesting for the printed copy of the Annual Report 2024 and Circular.

Kindly refer to the Administrative Guide for instructions on registration, attendance, appointment of proxy/proxies and online remote voting at the AGM.

Kindly contact Mr. Wong Piang Yoong (DID: 03-2084 9168) or Ms Rachel Ou (DID: 03-2084 9161) or Ms. Jasmine Lim (DID: 03-2084 9006) should you have any inquiry on logging in into the RPV Facilities.

We thank you for your continued support. Stay safe and healthy.

BY ORDER OF THE BOARD

LAY HONG BERHAD

WONG YUET CHYN (MAICSA 7047163) (SSM PC 202008002451)

Company Secretary

Kuala Lumpur
31 July 2024



LAY HONG BERHAD - REQUEST FORM FOR ANNUAL REPORT 2024 AND CIRCULAR

Signature:	CDS Account No.:
Name of Shareholder:	
NRIC/Passport/Company Registration No.:	Date:
Mailing Address:	
Contact No./Email Address:	Company Rubber Stamp:
<p>* Incomplete or improperly completed request form will not be processed.</p>	

Note: By completing, signing and returning this Request Form to the Company, you hereby agree that the Company and/or its service provider may collect, obtain, store, process and disclose your personal data that you have provided in this Request Form or which is otherwise collected from you or your authorised representative, for the purpose of processing your request.