



## **RENHENG ENTERPRISE HOLDINGS LIMITED**

*(incorporated in the Cayman Islands with limited liability)*

(Stock Code: 3628)

### **PROCEDURES FOR SHAREHOLDERS TO PROPOSE A PERSON FOR ELECTION AS DIRECTOR**

#### **1. Purpose**

- 1.1 This document sets out the procedures for shareholders (the “Shareholders”) of RENHENG Enterprise Holdings Limited (the “Company”) to propose a person for election as director of the Company (the “Director”) to fill a casual vacancy or as an additional director to the board of Directors (the “Board”).

#### **2. Procedures**

- 2.1 Articles 16.4 of the articles of association of the Company (the “Articles of Association”) provides that:

“No person shall, unless recommended by the Board, be eligible for election to the office of Director at any general meeting unless during the period, which shall be at least seven days, commencing no earlier than the day after the despatch of the notice of the meeting appointed for such election and ending no later than seven days prior to the date of such meeting, there has been given to the Secretary notice in writing by a member of the Company (not being the person to be proposed), entitled to attend and vote at the meeting for which such notice is given, of his intention to propose such person for election and also notice in writing signed by the person to be proposed of his willingness to be elected.”

where, for the purpose of the Articles of Association:

- (i) “member” means the person who are duly registered as the holders from time to time of shares in the register including persons who are jointly so registered;
- (ii) “Secretary” means the person appointed as company secretary by the Board from time to time
- 2.2 Accordingly, Shareholders who wish to propose a person for election as a Director shall follow the procedures set out below.
- (a) file a notice in writing (the “Notice”) to the head office of the Company in Hong Kong at Room 3805, 38/F., Far East Finance Centre, 16 Harcourt Road, Admiralty, Hong Kong for the attention of the Company Secretary;

- (b) the Notice must be served during the period which is one (1) day after the despatch of the notice by the Company of the general meeting appointed for such election and no later than 7 days prior to the date appointed for such meeting;
- (c) the Notice must be signed by Shareholder (other than the person to be proposed);
- (d) the Notice must be accompanied by a letter of consent signed by the person to be proposed of his willingness to be elected as a Director;
- (e) the Notice must be accompanied by a biographical details of the person to be proposed to be elected as a Director including but not limit to his full name and age, background, experience, other business interests or character in order to enable Shareholders to make an informed decision on the election and for the consideration by The Stock Exchange of Hong Kong Limited (the “Stock Exchange”) pursuant to Rule 3.08 of the Rules Governing the Listing of Securities on the Stock Exchange, and other additional information as requested by the Stock Exchange and the Securities and Futures Commission from time to time; and
- (f) the Notice must be accompanied by a letter of consent signed by the person to be proposed with respect to the publication of his personal information.