



## **REGAL REAL ESTATE INVESTMENT TRUST**

(a Hong Kong collective investment scheme authorised under section 104 of the Securities and Futures Ordinance (Chapter 571 of the Laws of Hong Kong))  
(Stock Code: 1881)

Managed by



### **UNITHOLDERS COMMUNICATION POLICY**

#### **1. Purpose**

1.1 This Policy aims to set out the framework in place to provide unitholders (the “**Unitholders**”) of Regal Real Estate Investment Trust (“**Regal REIT**”) and the investment community with ready, equal and timely access to balanced and understandable information about Regal REIT, in order to enable them to make informed assessments of Regal REIT, and to allow Unitholders and the investment community to engage actively with Regal REIT.

#### **2. General Policy**

2.1 The Board of Directors (the “**Board**”) of Regal Portfolio Management Limited (the “**REIT Manager**”), in its capacity as manager of Regal REIT, shall maintain an on-going dialogue with Unitholders and the investment community and will regularly review this Policy to ensure its effectiveness.

2.2 Information shall be timely and effectively disseminated to Unitholders and the investment community, to be conducted mainly through Regal REIT’s announcements, results announcements, annual and interim reports, annual general meetings and other general meetings convened, as well as by making available all the disclosed information submitted to The Stock Exchange of Hong Kong Limited (the “**Stock Exchange**”) and Regal REIT’s corporate communications and other corporate publications on Regal REIT’s website.

2.3 Any question regarding this Policy will be directed to the Executive Directors of the REIT Manager.

### 3. Communication Strategies

#### Unitholders' enquiries

- 3.1 Unitholders should direct any questions about their unitholdings to Regal REIT's Unit Registrar (the "**Registrar**"). The contact details of the Registrar are as follows or as provided in the Registrar's website at [www.computershare.com.hk](http://www.computershare.com.hk):

Computershare Hong Kong Investor Services Limited  
17M Floor, Hopewell Centre  
183 Queen's Road East  
Hong Kong  
Telephone: (852) 2862 8555  
Facsimile: (852) 2865 0990  
Online Enquiries: [www.computershare.com/hk/contact](http://www.computershare.com/hk/contact)

- 3.2 Unitholders and the investment community may at any time make a request for Regal REIT's information, to the extent that such information is publicly available.
- 3.3 Unitholders and the investment community who have any query in respect of the Regal REIT, or have comments and suggestions to the Board or management of the REIT Manager, are most welcome to contact the Executive Directors by email to [info@regalreit.com](mailto:info@regalreit.com) or to write to the REIT Manager at:

Regal Portfolio Management Limited  
Unit No. 2001, 20th Floor  
68 Yee Wo Street  
Causeway Bay  
Hong Kong  
Telephone: (852) 2805 6336  
Facsimile: (852) 2577 8686

#### Corporate Communications

- 3.4 "Corporate Communications" generally refer to any documents issued or to be issued by Regal REIT for information or action of Unitholders or holders of any of Regal REIT's securities, including but not limited to, the directors' report and annual accounts together with a copy of the auditor's report, the annual and interim reports, a notice of meeting, a circular and a proxy form.
- 3.5 Corporate Communications will be provided to Unitholders in plain language and in both English and Chinese versions to facilitate Unitholders' understanding. Unitholders have the right to choose the language (either English or Chinese) or the means of receipt of the Corporate Communications (in hard copy through email or through electronic means).

### Corporate Website

- 3.6 Information on Regal REIT's website at [www.regalreit.com](http://www.regalreit.com) is updated on a regular basis. A wide range of information about Regal REIT and all Corporate Communications are available on Regal REIT's website.
- 3.7 Corporate Communications are posted on Regal REIT's website as soon as practicable following their publication on the website of the Stock Exchange.
- 3.8 All presentation materials provided in conjunction with Regal REIT's annual general meeting and results announcement each year will be made available on Regal REIT's website as soon as practicable after their release.

### General Meetings

- 3.9 Unitholders have rights to participate in general meetings or to appoint proxies to attend and vote at such meetings for and on their behalf if they are unable to attend the meetings.
- 3.10 Appropriate arrangements for the general meetings shall be in place to encourage Unitholders' participation. The Chairman of the REIT Manager will reply to relevant questioning.
- 3.11 Board members, in particular, either the chairmen of Board committees or their delegates, appropriate management executives and external auditors, as appropriate, will also attend annual and other general meetings to answer questions from Unitholders.
- 3.12 The process of Regal REIT's general meetings will be monitored and reviewed on a regular basis, and, if necessary, changes will be made to ensure that Unitholders' needs are best served.

### Investment Market Communications

- 3.13 Investor/analyst briefings and meetings, roadshows, media interviews and marketing activities for investors etc. will be arranged in order to facilitate communications between Regal REIT, Unitholders and the investment community.
- 3.14 Directors and all designated senior executives of the REIT Manager who have contacts or dialogues with investors, analysts, media or other interested external parties are required to comply with the disclosure obligations and requirements under the Code on Real Estate Investment Trusts and the Compliance Manual for use in relation to the management and operation of Regal REIT.

#### **4. Unitholders' Privacy**

- 4.1 The REIT Manager recognises the importance of Unitholders' privacy and will not disclose Unitholders' information without their consent, unless required by applicable law or regulation to do so.

August 2022