

HG METAL MANUFACTURING LIMITED

Registration Number 198802660D
(Incorporated in the Republic of Singapore)

4 April 2024

Dear Shareholder of HG Metal Manufacturing Limited (“**HGMML**” or the “**Company**”),

- 1. ACCESS TO ANNUAL REPORT 2023 VIA COMPANY’S WEBSITE AND SGXNET**
- 2. OPTION TO REQUEST FOR PRINTED COPY**

We are pleased to enclose printed copies of the Notice of Annual General Meeting (“**AGM**”), Proxy Form and the Request Form to be held at 28 Jalan Buroh, Singapore 619484 on Friday, 26 April 2024 at 10.00 a.m..

In line with the Company’s continuing sustainability efforts to protect our environment, the Company is using electronic communication for the transmission of the Company’s Annual Report for the financial year ended 31 December 2023 (“**Annual Report 2023**”). The Annual Report 2023 is available for download on the Company website (<http://hgmetal.listedcompany.com/newsroom.html>) and the SGXNET (<https://www.sgx.com/securities/company-announcements>), from the date of this letter.

We encourage you to join our sustainability efforts to reduce paper waste by choosing electronic communication. However, if you wish to receive a printed copy of the Annual Report 2023, please complete the Request Form below and submit it to us by **Monday, 15 April 2024**:

- by email to agm@hgmetal.com or
- by post to the Registered Office of the Company at 28 Jalan Buroh, Singapore 619484

By completing, signing and returning the Request Form to us, you agree and acknowledge that we and/or our service providers may collect, use and disclose your personal data, as contained in your submitted Request Form or which is otherwise collected from you (or your authorised representative(s)), for the purpose of processing and effecting your request.

Yours faithfully,
For and on behalf of
HG Metal Manufacturing Limited

Xiao Xia
Executive Director and Chief Executive Officer

REQUEST FORM

To: **HG Metal Manufacturing Limited**

Please send me/us a printed copy of the Annual Report 2023

Name of Shareholder : _____

NRIC/Passport/Registration No. : _____

The shares are held by me/us under/through:

CDP Securities Account No. : _____

CPF Investment Scheme/SRS : _____

Mailing Address : _____

Email Address/Contact No. : _____

Signature(s): _____ Date: _____

Note: This request is valid for the Annual Report 2023 only. Incomplete or incorrectly completed forms will not be processed.

Affix
Postage
Stamp

HG METAL MANUFACTURING LIMITED

28 Jalan Buroh
Singapore 619484