



China SunSine Chemical Holdings Ltd.

16 Raffles Quay #15-08 Hong Leong Building Singapore 048581
Tel: (65) 6220 6686 Web: www.ChinaSunSine.com

Company Registration No.: 200609470N

ANNUAL GENERAL MEETING TO BE HELD ON 27 APRIL 2023

Dear Shareholders,

The Annual General Meeting (“**AGM**” or the “**Meeting**”) of China SunSine Chemical Holdings Ltd. (the “**Company**”) will be held, in a wholly physical format, at Melati Junior Ballroom 4011 & 4111, Marina Bay Sands, 10 Bayfront Avenue, Singapore 018956 on Thursday, 27 April 2023 at 10.30 a.m.. There will be no option for shareholders to participate virtually.

The Notice of AGM and Proxy Form for the AGM, the Annual Report and Sustainability Report for the financial year ended 31 December 2022, and the Letter to Shareholders in relation to the proposed renewal of the share purchase mandate dated 12 April 2023 (“**Letter to Shareholders**”) (collectively, the “**AGM Documents**”), together with this letter, will be published on the Company’s corporate website at the URL <http://www.chinasunsine.com/>, and on SGX’s website at the URL <https://www.sgx.com/securities/company-announcements>. Printed copies of the AGM Documents will NOT be sent to shareholders.

We would like to bring the following matters to your attention:

Instructions to Shareholders for AGM

Shareholders may participate in the AGM by:

- (a) attending the AGM in person;
- (b) submitting questions to the Chairman of the Meeting in advance of, or at, the AGM; and/or
- (c) voting at the AGM (i) themselves; or (ii) through duly appointed proxy(ies).

Members may ask questions relating to the business of the AGM at the Meeting, or submit questions via email to jennie@chinasunsine.com in advance of the AGM by 19 April 2023 (5.00 p.m.).

When submitting the questions, please provide the Company with the following details, for verification purposes:-

- (i) Full Name;
- (ii) NRIC/Passport Number;
- (iii) Current Address;
- (iv) Contact Number; and
- (v) Number of Shares Held

Please also indicate the manner in which you hold shares in the Company (e.g. via CDP, CPF or SRS).

The Company will endeavour to address the substantial and relevant questions prior to and/or at the AGM. The responses to questions from members will be posted on the SGX website at the URL <https://www.sgx.com/securities/company-announcements> and the Company’s corporate website at the URL <https://www.chinasunsine.com> by 21 April 2023 (if submitted in advance by 19 April 2023), or if answered during the AGM, will be included in the minutes of the AGM and published on SGX website and the Company’s corporate website within one month from the date of the AGM.

Where substantially similar questions are received, the Company will consolidate such questions and consequently, not all questions will be individually addressed.



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CPF or SRS investors who wish to appoint the Chairman of the Meeting as proxy should approach their respective CPF Agent Banks or SRS Operators to submit their votes by 5.00 p.m. on 17 April 2023.

The instrument appointing a proxy or proxies must be submitted to the Company in the following manner:

- a) if submitted by post, be lodged with the Company at 16 Raffles Quay, #15-08 Hong Leong Building, Singapore 048581; or
- b) if submitted electronically, be submitted via email to the Company's Share Registrar at sg.is.proxy@sg.tricorglobal.com,

in either case not less than forty-eight (48) hours before the time appointed for the AGM.

Softcopies of the AGM Documents

The AGM Documents will be available for download from the Company's corporate website at the URL <http://www.chinasunsine.com/> and from the SGX website at the URL <https://www.sgx.com/securities/company-announcements> from the date of this letter.

If you still wish to receive printed copies of any of the AGM Documents, please complete the Request Form below and return it to the Company at 16 Raffles Quay, #15-08 Hong Leong Building, Singapore 048581, no later than 19 April 2023.

By completing, signing and returning the below Request Form to us, you agree and acknowledge that we and/or our service provider may collect, use and disclose your personal data 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

CHINA SUNSINE CHEMICAL HOLDINGS LTD.

Xu Chengqiu
Executive Chairman
12 April 2023



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Request Form

To: China SunSine Chemical Holdings Ltd.

Please send me a printed copy of the following (please tick (√) within the boxes below) :-

- Notice of the Annual General Meeting;
- Proxy Form;
- Annual Report for the financial year ended 31 December 2022;
- Sustainability Report for the financial year ended 31 December 2022; and
- Letter to Shareholders in relation to the proposed renewal of the Share Purchase Mandate dated 12 April 2023.

Name(s) of Shareholder(s) : _____

NRIC/Passport/UEN Number : _____

Mailing Address : _____

The shares are held by me/us in or under:-

CDP Securities Account No.: _____

CPFIS /SRS Account

Physical Scrips

Signature(s): _____

Date: _____