



大同機械企業有限公司
COSMOS MACHINERY ENTERPRISES LIMITED
(Incorporated in Hong Kong with limited liability)
(Stock Code: 118)

Form of Proxy for 2020 Annual General Meeting and any adjournment thereof

I/We ^(Note 1) _____
of _____
being the registered holder(s) of ^(Note 2) _____ shares
of the abovenamed Company, HEREBY APPOINT the chairman of the meeting, or ^(Note 3) _____
of _____
or failing him _____
of _____
as my/our proxy to attend and act for me/us and on my/our behalf at the annual general meeting of the Company to be held at Conference Room, 31/F., Billion Plaza, 8 Cheung Yue Street, Cheung Sha Wan, Kowloon, Hong Kong on Friday, 12 June 2020 at 9:30 a.m. (Hong Kong time) and at any adjournment thereof in respect of the resolutions below or if no such direction is given, as my/our proxy thinks fit.

		For ^(Note 4)	Against ^(Note 4)
1.	To receive and adopt the audited financial statements, the report of the directors and independent auditor's report for the year ended 31 December 2019.		
2.	(a) To re-elect Mr. Wong Yiu Ming as director.		
	(b) To re-elect Mr. Tang Yu, Freeman as director.		
	(c) To re-elect Ms. Yeung Shuk Fan as director.		
	(d) To re-elect Mr. Ho Wei Sem as director.		
	(e) To authorise the board of directors to fix directors' remuneration.		
3.	To re-appoint Ting Ho Kwan & Chan as auditor of the Company and to authorise the board of directors to fix their remuneration.		
4.	To pass Resolution 4 of the notice of Annual General Meeting (the "Notice") – to give a general mandate to the directors to allot, issue and deal with additional shares not exceeding 20% of the aggregate number of issued shares of the Company.		
5.	A. To pass Resolution 5A of the Notice – to give a general mandate to the directors to buy back shares not exceeding 10% of the aggregate number of issued shares of the Company.		
	B. To pass Resolution 5B of the Notice – to add conditional upon the passing of ordinary resolution 5A above, the number of issued shares bought-back to the general mandate given to the directors to allot additional shares.		

Dated: _____

Signature ^(Note 5): _____

Notes:

- If any proxy other than the chairman of the meeting is preferred, please insert the full name and address of the proxy desired in the space provided. A holder entitled to attend and vote at the meeting of the Company is entitled to appoint one or more proxies to attend and vote on his/her behalf. **ANY ALTERATION MADE TO THIS PROXY FORM MUST BE INITIALLED BY THE PERSON WHO SIGNS IT.** The proxy needs not be a Shareholder of the Company, but must attend the meeting or any adjournment thereof to represent you.
- Please insert the number of shares for this proxy. If no number is inserted, this proxy form will be deemed to relate to all the shares registered in the name of the holder(s).
- If any proxy other than the chairman of the meeting is preferred, please strike out "the chairman of the meeting, or" and insert the name and address of the proxy desired in the space provided.
- IMPORTANT: IF YOU WISH TO VOTE FOR A RESOLUTION, TICK (✓) IN THE RELEVANT BOX BELOW THE BOX MARKED "FOR". IF YOU WISH TO VOTE AGAINST A RESOLUTION, TICK (✓) IN THE RELEVANT BOX BELOW THE BOX MARKED "AGAINST".** Failure to tick either box in respect of a resolution will entitle your proxy to cast your vote in respect of that resolution at his/her discretion or to abstain. Your proxy will also be entitled to vote at his/her discretion or to abstain on any resolution properly put to the meeting other than those referred to in the notice convening the meeting.
- This proxy form must be signed and dated by the Shareholder or his/her attorney duly authorised in writing. If the Shareholder is a company, it should execute this proxy form under its common seal or by the signature(s) of (a) person(s) authorised to sign on its behalf. In the case of joint Shareholders, any one Shareholder may sign this proxy form. The vote of the senior joint Shareholder who tenders a vote, whether in person or by proxy, will be accepted to the exclusion of the votes of the other joint Shareholder(s) and for this purpose seniority will be determined by the order in which the names stand in the register of members in respect of the joint shareholding.
- In order to be valid, a proxy form and the power of attorney or other authority (if any) under which it is signed, or a notarially certified copy of such power of attorney, must be deposited at the share registrar of the Company, Tricor Secretaries Limited at Level 54, Hopewell Centre, 183 Queen's Road East, Hong Kong, not less than 48 hours before the time appointed for holding the meeting or any adjournment thereof.
- Completion and delivery of this proxy form will not preclude you from attending and voting at the meeting if you so wish.
- Please provide one certificate number, if possible, to facilitate processing.
- For the avoidance of doubt, we do not accept any special instructions written on this proxy form.

PERSONAL INFORMATION COLLECTION STATEMENT

Your supply of your and your proxy's (or proxies') name(s) and address(es) is on a voluntary basis for the purpose of processing your request for the appointment of a proxy (or proxies) and your voting instructions for the meeting of the Company (the "Purposes"). We may transfer your and your proxy's (or proxies') name(s) and address(es) to our agent, contractor, or third party service provider who provides administrative, computer and other services to us for use in connection with the Purposes and to such parties who are authorized by law to request the information or are otherwise relevant for the Purposes and need to receive the information. Your and your proxy's (or proxies') name(s) and address(es) will be retained for such period as may be necessary to fulfil the Purposes. Request for access to and/or correction of the relevant personal data can be made in accordance with the provisions of the Personal Data (Privacy) Ordinance and any such request should be in writing by mail to the Company/Tricor Secretaries Limited at the address in note 6.