



# Beijing Capital Jiaye Property Services Co., Limited

## 北京京城佳業物業股份有限公司

(A joint stock company incorporated in the People's Republic of China with limited liability)  
(Stock Code: 2210)

### FORM OF PROXY FOR THE 2024 FIRST DOMESTIC SHARES CLASS MEETING TO BE HELD ON MAY 22, 2024

Number of Domestic Shares to which this form of proxy relates <sup>(Note 1)</sup>	Domestic Shares
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I/We<sup>(Note 2)</sup> \_\_\_\_\_ (name)  
of \_\_\_\_\_ (address)  
being the registered Domestic shareholders(s) of \_\_\_\_\_ Domestic Shares<sup>(Note 3)</sup> in the issued  
share capital of Beijing Capital Jiaye Property Services Co., Limited (the "Company"), hereby appoint the chairman of the meeting<sup>(Note 4)</sup>  
or \_\_\_\_\_ (name)  
of \_\_\_\_\_ (address)  
as my/our proxy(ies) to attend and vote for me/us and on my/our behalf at the 2024 first Domestic Shares class meeting of the Company (the  
"Domestic Shares Class Meeting") to be held at Conference Room 2, 3/F, Chengjian Plaza, 18 North Taipingzhuang Road, Haidian District,  
Beijing, the PRC at 3:30 p.m. on Wednesday, May 22, 2024 or immediately following the conclusion of the 2024 first H Shares Class Meeting  
held at the same place on the same day or any adjournment thereof (as the case may be) (whichever is later) and to vote at such meeting (or at  
any adjournment thereof) in respect of the resolutions as hereunder indicated or, if no such indication is given, as my/our proxy(ies) think fit.  
Unless the context otherwise requires, capitalised terms used herein shall have the same meanings as those defined in the circular of the Company  
dated April 30, 2024.

	SPECIAL RESOLUTION <sup>(Note 5)</sup>	FOR <sup>(Note 6)</sup>	AGAINST <sup>(Note 6)</sup>	ABSTAIN <sup>(Note 6)</sup>
1.	To consider and approve the amendments to the Articles of Association.			

Date: \_\_\_\_\_

Signature<sup>(Note 7)</sup>: \_\_\_\_\_

#### Notes:

- Please insert the number of Domestic Shares of the Company registered in your name(s) to which this form of proxy relates. If a number is inserted, this form of proxy will be deemed to relate only to those Domestic Shares. If no number is inserted, this form of proxy will be deemed to relate to all the Domestic Shares of the Company registered in your name(s). If more than one proxy is appointed, the number of Domestic Shares in respect of which each such proxy so appointed must be specified.
- Full name(s) and address(es) to be inserted in **BLOCK CAPITALS**. The names of all joint registered Domestic Shareholders should be stated.
- Please insert the number of Domestic Shares registered in your name(s).
- If any proxy other than the chairman of the meeting is preferred, please strike out the words "the chairman of the meeting" and insert the name and address of the proxy desired in the space provided. Any Domestic Shareholder of the Company entitled to attend and vote at the Domestic Shares Class Meeting is entitled to appoint a proxy or more than one proxy to attend the meeting and vote on his/her behalf. A proxy need not be a Domestic Shareholder of the Company. Every Domestic Shareholder present in person or by proxy shall be entitled to one vote for each share held by him/her.
- Details of the resolution are set out in the circular of the Company dated April 30, 2024. A special resolution shall be passed by more than two-thirds of the votes held by the Domestic Shareholders (including proxies) with voting rights attending the Domestic Shares Class Meeting.
- IMPORTANT: IF YOU WISH TO VOTE FOR A RESOLUTION, PLEASE PUT A TICK ("√") IN THE BOX MARKED "FOR". IF YOU WISH TO VOTE AGAINST A RESOLUTION, PLEASE PUT A TICK ("√") IN THE BOX MARKED "AGAINST". IF YOU WISH TO VOTE ABSTENTION ON A RESOLUTION, PLEASE PUT A TICK ("√") IN THE BOX MARKED "ABSTAIN".** If no direction is given, your proxy may vote or abstain at his/her discretion. Your proxy will also be entitled to vote at his/her discretion on any resolution properly put to the Domestic Shares Class Meeting other than those referred to in the notice convening the Domestic Shares Class Meeting.
- This form of proxy must be signed by you or your attorney duly authorized in writing, or in the case of a corporation, must be either under its common seal or under the hand of a director or attorney duly authorized to sign the same. Any alteration made to this form of proxy must be initialled by the person who signs it.
- Any abstention vote or waiver of voting shall be deemed as "abstain". Blank, wrong, illegible or uncast votes shall be deemed as the voters' waiver of their voting rights, and the voting results representing the Domestic Shares held by such voters shall be counted as "abstain". The abstention vote shall be regarded as valid votes when the Company counts the votes in respect of the relevant matter.
- In case of joint holders of Domestic Shares, the vote of the senior who tenders a vote, whether in person or by proxy, will be accepted to the exclusion of votes of the other joint holder(s) of Domestic Shares and for this purpose seniority will be determined by the order in which the names stand in the register of members of the Domestic Shares of the Company.
- To be valid, this form of proxy, together with the power of attorney or other authority (if any) under which it is signed, or a notarially certified copy thereof, must be delivered to the Office of the Board of the Company at 11/F, Building B, Chengjian Plaza, 18 North Taipingzhuang Road, Haidian District, Beijing, the PRC not later than 24 hours before the scheduled time for the holding of the Domestic Shares Class Meeting (being before 3:30 p.m. on Tuesday, May 21, 2024).
- Completion and return of the form of proxy will not preclude you from attending and voting at the Domestic Shares Class Meeting or any adjourned meeting thereof if you so wish. If you attend and vote at the Domestic Shares Class Meeting in person, the authority of your proxy will be deemed revoked.