

ifm electronic (HK) Limited
Unit 1002-04, 10/F, Tower 2, Metroplaza, 223 Hing Fong Road,
Kwai Chung, Hong Kong
Tel: 3528 0462



To all valued customers in Hong Kong / 致香港所有尊貴客戶

30.07.2026

Notice Regarding Future Contact and Order Processing Arrangements 關於未來聯絡窗口及訂單處理安排之通知

Dear Sir or Madam,
尊敬的先生 / 女士:

Thank you for your continued trust and support of ifm.
感謝貴司一直以來對 ifm 的信任與支持。

ifm electronic (Shanghai) Co., Ltd. and IFM ELECTRONIC (HK) LIMITED are both wholly owned subsidiaries of the ifm Group. As part of the ongoing integration of our business activities in Asia, responsibility for customer support, sales coordination and order processing will be transferred from IFM ELECTRONIC (HK) LIMITED to ifm electronic (Shanghai) Co., Ltd. This change will take effect on 1 November 2026 and is intended to strengthen regional coordination, improve service efficiency and provide customers with a seamless experience throughout the transition.

易福門電子(上海)有限公司與 IFM ELECTRONIC (HK) LIMITED 均為 ifm 集團的全資子公司。作為 ifm 持續整合亞洲區業務的一部分，客戶支援、銷售協調及訂單處理等職責將由 IFM ELECTRONIC (HK) LIMITED 移交予易福門電子(上海)有限公司負責。此項調整將於 2026 年 11 月 1 日正式生效，旨在加強區域協同、提升服務效率，並確保客戶在整個過渡期間獲得順暢無縫的服務體驗。

Customer preparation for future orders / 客戶後續訂單準備事項

To support a smooth transition, please review this change promptly with your purchasing, supply chain and administrative teams. Sales operations of IFM ELECTRONIC (HK) LIMITED will close on 30 October 2026, which is also the final date by which payments can be received by the Hong Kong entity. When placing an order, please ensure that the agreed payment due date is no later than 30 October 2026. We will not be able to accept or process through the Hong Kong entity any order with a payment due date after this date. Depending on your internal procedures, supplier records, purchasing processes, ordering workflows or administrative systems may need to be updated.

為確保順利過渡，請儘早與貴司採購、供應鏈及行政團隊檢視此項調整。IFM ELECTRONIC (HK) LIMITED 的銷售營運將於 2026 年 10 月 30 日結束，該日亦為香港公司可接收款項的最後日期。貴司下單時，請確保約定的付款到期日不遲於 2026 年 10 月 30 日。凡付款到期日晚於該日期的訂單，我們將無法透過香港公司接收或處理。根據貴司內部流程，可能需要更新供應商資料、採購流程、訂單作業流程或相關行政系統。

If you foresee operational, administrative, purchasing, supplier qualification, invoicing or ordering challenges, please contact the ifm Shanghai team below. We will support you in identifying an appropriate solution.

如貴司預見此項調整可能涉及營運、行政、採購、供應商資格認證、發票或訂單流程方面的挑戰，請聯絡以下 ifm 上海團隊。我們將協助共同制定合適方案。

Future key contacts / 未來主要聯絡人

Role / 職責	Contact / 聯絡人	Details / 詳細資料
Sales / 銷售	Mr. He Yulin / 何玉麟先生	Yulin.He@ifm.com +86 156 1821 3553
Order Processing / 訂單處理	order.cn@ifm.com +86 21 3813 4800	

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This is an internal organizational change within the ifm Group and does not affect our commitment to reliable product supply, technical support, customer service or after-sales support. We remain committed to a smooth transition and to supporting your business needs.

本次調整僅涉及 ifm 集團內部組織與營運流程，並不影響我們對產品供應、技術支援、客戶服務及售後服務的承諾。我們將確保平穩過渡，並持續支持貴司的業務需求。

We appreciate your understanding, cooperation and continued partnership, and look forward to continuing our successful collaboration.
衷心感謝貴司的理解、配合與持續支持，期待繼續保持長期且成功的合作關係。

Yours faithfully / 此致敬禮

ifm electronic (Shanghai) Co., Ltd.
易福門電子（上海）有限公司

Authorized Representative / 授權代表:

Date / 日期: 11/08/2026

Company Seal / 公司印章



IFM ELECTRONIC (HK) LIMITED

Authorized Representative / 授權代表: Christopher Siemen

Date / 日期: 05/08/2026

Company Seal / 公司印章

