



XPeng Inc.
小鵬汽車有限公司*

(A company controlled through weighted voting rights and incorporated in the Cayman Islands with limited liability)
(於開曼群島註冊成立以不同投票權控制的有限公司)

(Stock Code: 9868)
(股份代號: 9868)

NOTIFICATION LETTER 通知信函

Dear Registered Shareholder,

22 October 2021

XPeng Inc. (the “Company”)

— **Notification of publication of the Proxy Statement/Circular for Class A Meeting, Class B Meeting and 2021 First Extraordinary General Meeting and the related Forms of Proxy (the “Current Corporate Communication”)**

We wish to notify you that the Current Corporate Communication of the Company is available in printed English and Chinese versions. It is also available in electronic version on the website of The Stock Exchange of Hong Kong Limited at www.hkexnews.hk and the Company’s website at www.xiaopeng.com. You may now access the Current Corporate Communication by clicking the <HKEX Investors> section of the Company’s website.

If you wish to receive the printed copies of the Current Corporate Communications, please complete Part A of the request form (the “Request Form”) (at the back of this letter) and return it to the Company’s Hong Kong Share Registrar, Tricor Investor Services Limited, at Level 54, Hopewell Centre, 183 Queen’s Road East, Hong Kong by post (using the pre-paid mailing label provided at the bottom of the Request Form if posted in Hong Kong) or by email at 9868-ecom@hk.tricorglobal.com. The printed copies of the Current Corporate Communications will be sent to you free of charge upon receipt of your request. If you have elected (or are deemed to have elected) to access the Current Corporate Communication by electronic means through the websites mentioned above but for any reason have difficulty in receiving or gaining access to the Current Corporate Communication, or wish to receive them in printed form, the Company will promptly upon receiving your written request send the Current Corporate Communication to you in printed form free of charge.

You may at any time change your choice of language or means of receipt of the Company’s all future Corporate Communications, free of charge, by completing Part B of the Request Form (at the back of this letter) and returning it to Tricor Investor Services Limited.

Should you have any queries relating to this notification, please do not hesitate to call the enquiry hotline at (852) 2980 1333 from 9:00 a.m. to 5:00 p.m. (Monday to Friday, excluding public holidays).

By order of the Board
XPeng Inc.
Xiaopeng He
Chairman

Note: “Corporate Communications” refer to any document issued or to be issued by the Company for the information or action of holders of any of the Company’s securities, including but not limited to: (a) the directors’ report, its annual accounts together with a copy of the auditors’ report and, where applicable, its summary financial report; (b) the interim report and, where applicable, its summary interim report; (c) a notice of meeting; (d) a listing document; (e) a circular; and (f) a proxy form.

* For identification purpose only

各登記股東：

XPeng Inc. (「本公司」)

— **A類股東大會、B類股東大會及2021年首次股東特別大會的委託投票說明書／通函及相關代表委任表格(「本次公司通訊」)之發佈通知**

謹此通知，本公司之本次公司通訊備有中文及英文印刷版本，亦同時備有登載於香港聯合交易所有限公司網站www.hkexnews.hk及本公司的網站www.xiaopeng.com的電子版本。閣下可在本公司網站「**HKEX投資者關係**」項目內瀏覽本次公司通訊。

倘閣下擬收取本次公司通訊的印刷本，請填妥申請表格(「申請表格」)(於本函的背頁)的甲部及寄回(如在香港投寄，可使用申請表格底部隨附的已預付郵費的郵寄標籤)至本公司之香港股份過戶登記處卓佳證券登記有限公司，地址為香港皇后大道東183號合和中心54樓，或經電郵至 9868-ecom@hk.tricorglobal.com。本公司會應閣下的要求，免費發送本次公司通訊的印刷本予閣下。倘閣下選擇(或被視為已選擇)透過上述網站以電子方式閱覽本次公司通訊，但因任何理由於收取或接收本次公司通訊時遇到困難，或擬收取印刷本，本公司在收到閣下的書面要求後會立即向閣下免費發送本次公司通訊之印刷本。

閣下可隨時更改收取本公司所有日後公司通訊的語言版本或收取方式的選擇，費用全免。請填寫申請表格(於本函的背頁)的乙部，然後把表格交回卓佳證券登記有限公司。

閣下如就本通知有任何疑問，請於上午九時至下午五時(星期一至星期五，公眾假期除外)，致電查詢熱線(852) 2980 1333。

承董事會命
XPeng Inc.
董事長
何小鵬

2021年10月22日

附註：「公司通訊」指由本公司發出或將予發出以供本公司任何證券的持有人參照或採取行動的任何文件，其中包括但不限於：(a)董事會報告、年度賬目連同核數師報告及財務摘要報告(如適用)；(b)中期報告及中期摘要報告(如適用)；(c)會議通告；(d)上市文件；(e)通函；及(f)代表委任表格。

* 僅供識別

