



中銀香港(控股)有限公司

BOC HONG KONG (HOLDINGS) LIMITED

(Incorporated in Hong Kong with limited liability)

Stock Codes: 2388 (HKD counter) and 82388 (RMB counter)

24 April 2025

Dear Non-registered Shareholder¹,

Notice of Publication of Current Corporate Communication and Updated Arrangement on Dissemination of Corporate Communications

Notification of publication of Current Corporate Communications

The 2024 Annual Report, Circular containing Notice of 2025 Annual General Meeting and Proxy Form for 2025 Annual General Meeting (collectively “**Current Corporate Communications**”) and 2024 Sustainability Report of BOC Hong Kong (Holdings) Limited (the “**Company**”) have been prepared in English and Chinese versions and all these are now available in the Investor Relations section of the Company’s website (www.bochk.com) (the “**Company Website**”) and the website of Hong Kong Exchanges and Clearing Limited (www.hkexnews.hk) (the “**HKEX Website**”, together with the Company Website, the “**Websites**”). The Annual General Meeting of the Company will be held as a hybrid meeting on Thursday, 26 June 2025 at 2:00 p.m. at Four Seasons Grand Ballroom, Level 2, Four Seasons Hotel Hong Kong, 8 Finance Street, Central, Hong Kong with online access through an online platform. If you have previously requested for receiving Corporate Communications² in printed form, the printed version of the Current Corporate Communications in your selected language(s) is/are enclosed.

If you have any difficulty in receiving or gaining access to the Current Corporate Communications posted on the Websites for any reason, the Company will promptly, upon receipt of your notice, arrange to send the printed version of the Current Corporate Communications to you free of charges. Please send your request in writing to the Company’s share registrar (the “**Share Registrar**”), Computershare Hong Kong Investor Services Limited, via email to bochk.ecom@computershare.com.hk or by post to 17M Floor, Hopewell Centre, 183 Queen’s Road East, Wan Chai, Hong Kong.

Updated arrangements on electronic dissemination of Corporate Communications

Reference is made to the notification letter to Non-registered Shareholders of the Company dated 6 September 2024 regarding the arrangement of dissemination of Corporate Communications. The Company wish to inform you that, with effect from the date hereof, the Company implements the following updated arrangements on electronic dissemination of Corporate Communication pursuant to the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited (the “**Listing Rules**”), the Companies Ordinance (the “**Companies Ordinance**”, Chapter 622 of the Laws of Hong Kong) and the Articles of Association of the Company:

1. **Corporate Communications**

Please note that both English and Chinese versions of all Corporate Communications will continue to be available on the Websites. You may access the Corporate Communications in the Investor Relations section of the Company Website or browse through the HKEX Website.

Under the Listing Rules and the Companies Ordinance, the Company is no longer required to notify shareholders of the publication of Corporate Communications on the Websites. You are encouraged to subscribe for the news alert service provided by HKEX Website to receive notification when the Company publishes its Corporate Communications. If you have any difficulty in gaining online access to the Corporate Communications posted on the Websites for any reason, the Company will promptly, upon receipt of your notice, arrange to send the printed version of the Corporate Communications to you free of charges. Please send your request in writing to the Share Registrar in the aforesaid manner.

2. **Actionable Corporate Communications³**

Under the Listing Rules, the Company is required to send Actionable Corporate Communications to each shareholder individually. **As a Non-registered Shareholder, you will not receive any Actionable Corporate Communications directly from the Company. If you wish to receive Actionable Corporate Communications (whether in electronic form or printed form), you should liaise with your bank(s), broker(s), custodian(s), nominee(s) or HKSCC Nominee Limited through which your shares in the Company are held (collectively, the “Intermediaries”). Please contact your Intermediaries for detailed procedures.**

If you wish to receive Actionable Corporate Communications via electronic dissemination, please provide your valid and functional email address to your Intermediaries. It is the responsibility of the Non-registered Shareholders to provide their Intermediaries with a valid and functional email address. If the Intermediaries do not have your valid and functional email address, you will be unable to receive Actionable Corporate Communications in electronic form.

3. **Request for Corporate Communications and Actionable Corporate Communications in printed form**

You may at any time by reasonable notice in writing to the Share Registrar to request receiving the Corporate Communications in printed form in the future. Please complete, sign and return the enclosed Request Form and send it to the Share Registrar in the aforesaid manner. Any such request will remain valid until the instruction has been revoked or superseded or until the time when the Company publishes its next annual report in the following year (whichever is earlier). Please note that you must complete and return a fresh Request Form, if you wish to continue to receive Corporate Communications and Actionable Corporate Communications in printed form.

Should you have any queries relating to any of the above matters, please contact the Company at (852) 2846 2700 during business hours from 9:00 a.m. to 6:00 p.m., Mondays to Fridays, excluding Hong Kong public holidays.

Yours faithfully
For and on behalf of
BOC Hong Kong (Holdings) Limited
Huang Xuefei
Company Secretary

Notes:

1. “Non-registered Holder” means such person or company whose shares are held in The Central Clearing and Settlement System (CCASS) and who has notified the Company from time to time through Hong Kong Securities Clearing Company Limited to receive corporate communications of the Company. If you have sold or transferred your shares in the Company, please disregard this letter and the Request Form enclosed.
2. “Corporate Communication(s)” which mean any document issued or to be issued by the Company for the information or action of holders of any of its shares or securities, including but not limited to (a) annual report and accounts; (b) interim report; (c) a notice of a shareholder meeting; (d) a listing document; (e) a circular; and (f) a proxy form.
3. “Actionable Corporate Communication(s)” refer to any corporate communication that seeks instruction(s) from holders of the Company’s shares or securities on how they wish to exercise their rights or make an election as holders of the Company’s shares or securities.

REQUEST FORM 要求表格

To: BOC Hong Kong (Holdings) Limited (the "Company")
(Stock Code: 2388 (HKD counter) and 82388 (RMB counter))
c/o Computershare Hong Kong Investor Services Limited
17M Floor, Hopewell Centre, 183 Queen's Road East,
Wan Chai, Hong Kong

致：中银香港(控股)有限公司(「本公司」)
(股份代号：2388(港币柜台)及82388(人民币柜台))
经香港中央证券登记有限公司
香港湾仔皇后大道东183号
合和中心17M楼

REMINDER 提示

As a non-registered holder, if you wish to receive Corporate Communications (whether in electronic form or printed form), you should liaise with your bank(s), broker(s), custodian(s), nominee(s) or HKSCC Nominees Limited through which your shares in the Company are held.

作为非登记持有人，如 阁下有意收取公司通讯(不论是以电子方式或印刷本)， 阁下应联络代 阁下持有本公司股份的银行、经纪、托管人、代理人或香港中央结算(代理人)有限公司。

You are NOT required to return this Request Form if you do NOT wish to receive Corporate Communications in printed form.

如 阁下不欲收取公司通讯印刷本，则毋须交回本申请表格。

I/we hereby request for receipt of Corporate Communications in printed form and note that this request will remain valid until the request has been revoked or superseded or until the Company publishes its next annual report in the following year (whichever is earlier).

本人／吾等现要求收取公司通讯印刷本，并已知悉该要求将有效直至被撤回或取代或直至本公司于翌年刊发其下一份年报为止(以较早者为准)。

(Please mark "✓" in the below box if applicable) (Note 2) (如适用，请在以下方格内划上「✓」号)(附注2)

Name of the listed company: BOC Hong Kong (Holdings) Limited

上市公司名称：中银香港(控股)有限公司

☐

Printed English version
英文印刷本

☐

Printed Chinese version
中文印刷本

☐

Printed English and Chinese versions
英文及中文印刷本

Contact telephone number(s):

联络电话号码：_____

Signature(s):

签名：_____

Date:

日期：_____

Notes 附注：

- Corporate Communication(s) refer to any document issued or to be issued by the Company for the information or action of holders of any of its shares or securities, including but not limited to (a) annual report and accounts; (b) interim report; (c) a notice of a shareholder meeting; (d) a listing document; (e) a circular; and (f) a proxy form.
公司通讯文件指本公司发出或将于发出以供其任何证券的持有人参照或采取行动的 any 文件，其中包括(但不限于)：(a) 年报及账目、(b) 中期报告、(c) 会议通告、(d) 上市文件、(e) 通函及(f) 代表委任表格。
- Please tick only one box on this Request Form. Any Request Form with more than one box ticked, with no box ticked, with no signature or otherwise incorrectly completed will be void.
在本要求表格只可选择一项。如在本要求表格作出超过一项选择、或未有作出选择、或未有签署、或在其他方面填写不正确，则本要求表格将会作废。
- Please complete all your details clearly.
请 阁下清楚填写所有资料。
- This Request Form is addressed to non-registered holders of the Company ("Non-registered Holder" means such person or company whose shares are held in The Central Clearing and Settlement System (CCASS) and who has notified the Company from time to time through Hong Kong Securities Clearing Company Limited to receive Corporate Communications).
此要求表格乃向本公司的非登记持有人(「非登记持有人」指股份存放于中央结算及交收系统的人士或公司，透过香港中央结算有限公司不时向本公司发出通知，希望收到公司通讯文件)发出。
- The above instructions will apply to the Corporate Communications to be sent to you until the time when the Company publishes its next annual report in the following year or unless you have at any time ceased to have shareholdings in the Company and you must complete and return a fresh Request Form, if you wish to continue to receive Corporate Communications in printed form.
上述指示将适用于将发送予 阁下的所有公司通讯文件，直至本公司于翌年刊发下一份年报或 阁下任何时候停止持有本公司的股份。如 阁下有意继续收取公司通讯的印刷本， 阁下则必须填写及交回新的要求表格。
- For the avoidance of doubt, we do not accept any other instructions given on this Request Form.
为免疑，任何在本要求表格上的额外指示，本公司将不予处理。

Mailing Label 邮寄标签

Computershare Hong Kong Investor Services Limited
香港中央证券登记有限公司

Freeport No. 简便回邮号码：37
Hong Kong 香港

Please cut the mailing label and stick it on an envelope
to return this Request Form to us.

No postage is necessary if posted in Hong Kong.

当 阁下寄回本要求表格时，请将邮寄标签剪贴于信封上。
如在本港投寄， 阁下毋须支付邮费或贴上邮票。