



**中銀香港(控股)有限公司**

BOC HONG KONG (HOLDINGS) LIMITED

(Incorporated in Hong Kong with limited liability)

(于香港注册成立之有限公司)

(Stock Code 股份代号: 2388)

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## NOTIFICATION LETTER 通知信函

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13 April 2010

Dear Non-registered holder <sup>(1)</sup>,

**BOC Hong Kong (Holdings) Limited (“BOCHK”)**

**– Notice of Publication of (a) Annual Report 2009, (b) Summary Financial Report 2009, (c) Circular containing notice of 2010 annual general meeting and regarding general mandates to issue and repurchase shares (the “Circular”) and (d) Proxy Form (“Current Corporate Communications”)**

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The English and Chinese versions of the BOCHK’s Current Corporate Communications are available on the BOCHK’s website at [www.bochk.com](http://www.bochk.com) and the HKExnews’s website at [www.hkexnews.hk](http://www.hkexnews.hk). You may access the 2009 Annual Report and the 2009 Summary Financial Report by clicking “Investor Relations” on the home page of BOCHK’s website, then clicking “Annual Report – 2009” and “Summary Financial Report – 2009” under “What’s New” or under “Financial Reports”. You may access the Circular and Proxy Form by clicking “Investor Relations” on the home page of BOCHK’s website, then clicking “Circular dated 13 April 2010 in relation to General Mandates to Issue and Repurchase Shares and Notice of 2010 Annual General Meeting” and “Proxy Form for 2010 Annual General Meeting” respectively under “Other Corporate Communications to Shareholders 2010” or browsing through the HKExnews’s website.

If you want to receive a printed version of the Current Corporate Communications, please complete the Request Form on the reverse side and return it to the Company c/o Computershare Hong Kong Investor Services Limited (the “Hong Kong Share Registrar”) by using the mailing label at the bottom of the Request Form (no need to affix a stamp if posted in Hong Kong; otherwise, please affix an appropriate stamp). The address of the Hong Kong Share Registrar is 17M Floor, Hopewell Centre, 183 Queen’s Road East, Wanchai, Hong Kong. The Request Form may also be downloaded from the BOCHK’s website at [www.bochk.com](http://www.bochk.com) or the HKExnews’s website at [www.hkexnews.hk](http://www.hkexnews.hk).

Should you have any queries relating to any of the above matters, please call BOCHK’s enquiry hotline at (852) 2846 2700 during business hours from 9:00 a.m. to 6:00 p.m. Monday to Friday, excluding public holidays or send an email to [bochk.ecom@computershare.com.hk](mailto:bochk.ecom@computershare.com.hk).

Yours faithfully,  
**Jason C.W. Yeung, Company Secretary**  
For and on behalf of  
**BOC Hong Kong (Holdings) Limited**

*Note: (1) This letter is addressed to Non-registered holders (“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). If you have sold or transferred your shares in the Company, please disregard this letter and the Request Form on the reverse side.*

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各位非登记持有人<sup>(1)</sup>:

**中銀香港(控股)有限公司(「中銀香港」)**

**– (a) 2009 年年度业绩报告、(b) 2009 年财务摘要报告、(c) 载有 2010 股东周年大会通告及关于发行及购回股份一般授权的通函(「通函」)及(d)委任代表表格(「本次公司通讯文件」)之发布通知**

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中銀香港的本次公司通讯文件的中、英文版本已上载于中銀香港网站([www.bochk.com](http://www.bochk.com))及香港联合交易所披露易网站([www.hkexnews.hk](http://www.hkexnews.hk)), 欢迎浏览。如要阅览 2009 年年度业绩报告及 2009 年财务摘要报告, 请在中銀香港网站首页按「投资者关系」一项, 再在「最新消息」或「财务报告」项下的「年度业绩报告—2009」及「财务摘要报告—2009」上按一下。如要阅览通函及委任代表表格, 阁下可以在中銀香港网页主页按「投资者关系」一项, 再分别在「2010 年其他公司通讯文件」项下的「股东通函(日期为 2010 年 4 月 13 日)», 该通函包括发行及购回股份的一般授权之建议及 2010 年股东周年大会通告」及「2010 年股东周年大会代表委任表格」上按一下或在香港交易所披露易网站浏览有关文件。

如 阁下欲收取本次公司通讯文件之印刷本, 请填写在本函背面的申请表格, 并使用随附之邮寄标签寄回本公司经香港中央证券登记有限公司(「香港证券登记处」)(如在香港投寄, 毋须贴上邮票; 否则, 请贴上适当的邮票)。香港证券登记处地址为香港湾仔皇后大道东 183 号合和中心 17M 楼。申请表格亦可于本公司网站 ([www.bochk.com](http://www.bochk.com)) 或香港交易所披露易网站 ([www.hkexnews.hk](http://www.hkexnews.hk)) 内下载。

如对本函内容有任何疑问, 请致电中銀香港查询热线(852)2846 2700, 办公时间为星期一至五(公众假期除外)上午 9 时正至下午 6 时正或电邮至 [bochk.ecom@computershare.com.hk](mailto:bochk.ecom@computershare.com.hk)。

代表  
**中銀香港(控股)有限公司**  
公司秘书**杨志威**谨启

二零一零年四月十三日

附注: (1) 此函件乃向本公司之非登记持有人(“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)发出。如果 阁下已经出售或转让所持有之本公司股份, 则无需理会本函件及所附申请表格。

**130410-6**