



**CITIC Limited**  
**中國中信股份有限公司**

(Incorporated in Hong Kong with limited liability)

(於香港註冊成立的有限公司)

(Stock Code 股份代號：00267)

**NOTIFICATION LETTER 通知信函**

29 April 2024

Dear Shareholders,

**CITIC Limited (the “Company”)**

**1. Annual General Meeting of the Company (the “Annual General Meeting”)**

The Annual General Meeting will be held as a virtual meeting by way of electronic means through Tricor e-Meeting System on Tuesday, 18 June 2024 at 11:00 a.m..

**Online Attendance at the Annual General Meeting**

By attending the Annual General Meeting online, you will be able to view a live broadcast of the Annual General Meeting, cast your vote on the resolutions in real time and may dial in to raise questions to the Company. Tricor e-Meeting System will be open for shareholders to log in from 10:30 a.m. on 18 June 2024 (i.e. approximately 30 minutes prior to the commencement of the Annual General Meeting). Please refer to the Company’s circular dated 29 April 2024 for details of the Annual General Meeting arrangements.

The following login details for Tricor e-Meeting System are printed on the top right corner of this letter:

- Hyperlink
- QR Code
- Username
- Password

**Please keep the login details in safe custody for use at the Annual General Meeting and do not disclose them to anyone else.**

各位股東：

中國中信股份有限公司(「本公司」)

**1. 本公司股東週年大會(「股東週年大會」)**

虛擬股東週年大會將於2024年6月18日(星期二)上午11時正通過卓佳電子會議系統以電子方式舉行。

**以網上方式出席股東週年大會**

通過以網上方式出席股東週年大會，閣下將可透過網上直播觀看股東週年大會，實時就決議案投票，及以撥號方式向本公司提問。卓佳電子會議系統將於2024年6月18日上午10時30分(即股東週年大會開始前約30分鐘)開放予股東登入。有關股東週年大會安排之詳情，請參閱本公司日期為2024年4月29日之通函。

以下為卓佳電子會議系統之登入資料，已印於本函右上角：

- 網址
- 二維碼
- 登入名稱
- 密碼

請將登入資料妥為保存以於股東週年大會使用，請勿向任何人士透露有關資料。

**2. Notice of Publication of (i) Annual Report 2023, (ii) Circular dated 29 April 2024 including Notice of Annual General Meeting, (iii) Proxy Form (collectively the “Current Corporate Communication(s)”), and (iv) Environmental, Social and Governance (ESG) Report 2023 (“ESG Report 2023”)**

English and Chinese versions of the Current Corporate Communication(s) are available under the Investor Relations section of the Company’s website at [www.citic.com](http://www.citic.com) and on the website of Hong Kong Exchanges and Clearing Limited (“HKEX”) at [www.hkexnews.hk](http://www.hkexnews.hk). If you have elected to receive Corporate Communications\* in printed form, the printed version of your selected language(s) is/are enclosed.

If you would like to receive the Current Corporate Communication(s) in printed form and/or to change your language choice and means of receipt of future Corporate Communications, please complete the Change Request Form enclosed with this letter and sign and return to the Company’s share registrar, Tricor Tengis Limited (the “Share Registrar”), at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong. If you post your reply in Hong Kong, you may use the mailing label in the Change Request Form and need not affix a stamp on the envelope when returning your Change Request Form. Otherwise, please affix an appropriate stamp. You may also send an email with a scanned copy of the completed Change Request Form to [citic-ecom@hk.tricorglobal.com](mailto:citic-ecom@hk.tricorglobal.com). The Change Request Form may also be downloaded under “Announcements & Circulars” in the Investor Relations section of the Company’s website at [www.citic.com](http://www.citic.com) or the website of HKEX at [www.hkexnews.hk](http://www.hkexnews.hk).

If you have elected (or are deemed to have elected) to receive the Current Corporate Communication(s) in electronic form on the Company’s website and for any reason have difficulty in obtaining access to the Corporate Communications on the Company’s website and HKEX’s website, the Company will promptly upon written request send the Current Corporate Communication(s) to you in printed form free of charge.

You may at any time by reasonable notice (of at least 7 days) in writing to the Company or the Share Registrar at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong or by email to [citic-ecom@hk.tricorglobal.com](mailto:citic-ecom@hk.tricorglobal.com) to change your choice of language and means of receiving Corporate Communications.

The Company’s ESG Report 2023 is published in electronic form only and is available under the Investor Relations section of the Company’s website at [www.citic.com](http://www.citic.com) and on the website of HKEX at [www.hkexnews.hk](http://www.hkexnews.hk). If you wish to receive a printed copy of the Company’s ESG Report 2023, please make your written request to the Company’s Share Registrar by post at the above address or by email at [citic-ecom@hk.tricorglobal.com](mailto:citic-ecom@hk.tricorglobal.com).

Should you have any questions in relation to this letter, please call the telephone hotline of the Share Registrar at (852) 2980 1333 during business hours (9:00 a.m. to 5:00 p.m., Monday to Friday, excluding Hong Kong public holidays).

Yours faithfully,

For and on behalf of

**CITIC Limited**

**Ricky Choy Wing Kay      Zhang Yunting**

*Joint Company Secretaries*

\* *Corporate Communications mean any document(s) issued or to be issued by the Company for the information or action of holders of any of its securities, which include but are not limited to (a) the directors’ report, its annual accounts together with a copy of the auditor’s report and, where applicable, its summary financial report; (b) the half-year report and, where applicable, summary half-year report; (c) a notice of meeting; (d) a listing document; (e) a circular; and (f) a proxy form.*

**2. (i) 2023年年度報告、(ii)日期為2024年4月29日之通函包括股東週年大會通告、(iii)代表委任表格(統稱「本次公司通訊」), 以及(iv) 2023年環境、社會及管治報告之發佈通知**

本次公司通訊之中、英文版本已上載於本公司網站([www.citic.com](http://www.citic.com))投資者關係一欄中及香港交易及結算所有限公司(「香港交易所」)網站([www.hkexnews.hk](http://www.hkexnews.hk)), 歡迎查閱。倘若閣下已選擇收取公司通訊\*之印刷本, 隨本函附奉閣下所選取之語言版本之印刷本。

倘若閣下欲收取本次公司通訊之印刷本及/或更改收取日後公司通訊的語言版本及方式, 請閣下填妥在本函所附之更改選擇表格, 並在更改選擇表格上簽名, 然後把表格交回本公司之股份過戶登記處卓佳登捷時有限公司(「股份過戶處」), 地址為香港夏慤道16號遠東金融中心17樓。倘若閣下在香港投寄, 可使用更改選擇表格內的郵寄標籤寄回, 而毋須在信封上貼上郵票; 否則, 請貼上適當的郵票。閣下亦可把已填妥之更改選擇表格的掃描副本電郵至[citic-ecom@hk.tricorglobal.com](mailto:citic-ecom@hk.tricorglobal.com)。更改選擇表格亦可於本公司網站([www.citic.com](http://www.citic.com))投資者關係項下的「公告及通函」欄目或香港交易所網站([www.hkexnews.hk](http://www.hkexnews.hk))內下載。

倘若閣下已選擇(或被視為已選擇)收取於本公司網站登載的本次公司通訊電子版本, 惟因任何理由以致於瀏覽本公司網站及香港交易所網站的公司通訊上出現困難, 本公司均會因應閣下之書面要求, 隨即寄上本次公司通訊的印刷本, 費用全免。

閣下可以隨時在合理時間(不少於7天)以書面或電郵通知(電郵地址為[citic-ecom@hk.tricorglobal.com](mailto:citic-ecom@hk.tricorglobal.com)), 向本公司或股份過戶處(地址為香港夏慤道16號遠東金融中心17樓)要求更改收取公司通訊的語言版本和收取方式。

本公司之2023年環境、社會及管治報告僅以電子形式登載於本公司網站([www.citic.com](http://www.citic.com))投資者關係一欄中及香港交易所網站([www.hkexnews.hk](http://www.hkexnews.hk))。若閣下欲索取本公司之2023年環境、社會及管治報告的印刷本, 請閣下以書面向本公司之股份過戶處(郵寄至上述地址或電郵至[citic-ecom@hk.tricorglobal.com](mailto:citic-ecom@hk.tricorglobal.com))提出有關要求。

倘若閣下有任何與本函內容有關的疑問, 請於辦公時間內(星期一至星期五(香港公眾假期除外)上午9時正至下午5時正)致電股份過戶處電話熱線(852) 2980 1333查詢。

代表

中國中信股份有限公司

聯席公司秘書

蔡永基 張云亭

謹啓

2024年4月29日

\* 公司通訊指本公司向其證券持有人發出或將予發出以供參照或採取行動的任何文件, 包括但不限於: (a)董事會報告、其年度賬目連同核數師報告及(如適用)其財務摘要報告; (b)半年度報告及(如適用)半年度摘要報告; (c)會議通告; (d)上市文件; (e)通函; 及(f)代表委任表格。

