



中國國際航空股份有限公司 AIR CHINA LIMITED

(a joint stock limited company incorporated in the People's Republic of China with limited liability)
(於中華人民共和國註冊成立的股份有限公司)
(Stock Code 股份代號: 00753)

24 April 2025

Dear registered H shareholder(s),

Arrangement of Electronic Dissemination of Corporate Communications

Pursuant to Rule 2.07A of the Rules Governing The Listing of Securities on The Stock Exchange of Hong Kong Limited (the “**Listing Rules**”) under the expansion of paperless listing regime and electronic dissemination of corporate communications that came into effect on 31 December 2023, Air China Limited (the “**Company**”) is writing to inform you that the Company has adopted electronic dissemination of corporate communications (the “**Corporate Communications**”), which means any documents issued or to be issued by the Company for the information or action of holders of any of its 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.

Please note that both the English and Chinese versions of all future Corporate Communications will be available electronically on the website of the Company at www.airchina.com.cn and the HKEXnews website at www.hkexnews.hk in place of printed copies.

Solicitation of electronic contact details

To ensure timely receipt of the latest Corporate Communications, the Company recommends you to provide your email address by scanning your personalized QR code printed on the enclosed reply form (the “**Reply Form**”). Alternatively, you may sign and return the Reply Form to the Company’s H share registrar (the “**H Share Registrar**”), Computershare Hong Kong Investor Services Limited, at 17M Floor, Hopewell Centre, 183 Queen’s Road East, Wan Chai, Hong Kong.

If the Company does not receive a functional email address in your reply, until such time that the functional email address is provided to the H Share Registrar, you will (i) be unable to receive any notifications regarding the publication of Corporate Communications; (ii) need to proactively check the Company’s website and the HKEXnews website to keep up with the publication of Corporate Communications; and (iii) the Company will send the Actionable Corporate Communications^(Note) in printed form in the future.

It is your responsibility to provide an email address that is functional. If the Company does not possess your email address or the email address you provided is not functional, the Company will act according to the above arrangements. The Company will be considered to have complied with the Listing Rules if it sends Actionable Corporate Communications to the email address provided by you without receiving any “non-delivery message”.

If you want to receive the Corporate Communications in printed form, please complete the enclosed Reply Form and send it to the H Share Registrar or send an email to airchina.ecom@computershare.com.hk specifying your name, address and request to receive the Corporate Communications in printed form. Please note that such instruction shall be valid for one year starting from the receipt date of your instruction and will expire thereafter.

Should you have any queries relating to this letter, please contact the H Share Registrar at (852)2862 8688 during business hours from 9:00 a.m. to 6:00 p.m. (Hong Kong time), Mondays to Fridays, excluding Hong Kong public holidays.

Yours faithfully,
For and on behalf of
Air China Limited
Xiao Feng Huen Ho Yin
Joint Company Secretaries

Note: Actionable Corporate Communications refer to any corporate communication that seeks instructions from issuer’s securities holders on how they wish to exercise their rights or make an election as the issuer’s securities holder.

各位登記 H 股股東：

以電子方式發佈公司通訊之安排

根據自 2023 年 12 月 31 日起生效的擴大無紙化制度及以電子方式發佈公司通訊規定下香港聯合交易所有限公司證券上市規則（「**上市規則**」）第 2.07A 條，中國國際航空股份有限公司（「**公司**」）謹此通知 閣下，公司已採用以電子方式發佈公司通訊（「**公司通訊**」）之安排，該公司通訊是指公司已發出或將予發出以供其任何證券的持有人參照或採取行動的任何文件，包括但不限於(a) 董事報告、年度帳目以及審計報告副本以及財務摘要報告（如適用）；(b) 中期報告及其中期報告摘要（如適用）；(c) 會議通知；(d) 上市文件；(e) 通函；和 (f) 委任表格。

請注意，所有未來公司通訊的英文版和中文版將在公司網站 www.airchina.com.cn 和披露易網站 www.hkexnews.hk 上提供，以代替印刷本。

徵集電子聯絡資料

為確保及時收到最新的公司通訊，公司建議 閣下透過掃描本函背頁之回條（「**回條**」）上列印的 閣下專屬二維碼來提供 閣下的電子郵件地址。或者， 閣下也可以簽署回條並交回公司的 H 股股份過戶登記處（「**H 股股份過戶處**」）香港中央證券登記有限公司，地址為香港灣仔皇后大道東 183 號合和中心 17M 樓。

如果公司沒有收到 閣下的有效電子郵件地址，直至 H 股股份過戶處收到 閣下有效的電子郵件地址前， 閣下將(i)無法收到任何有關發佈公司通訊的通知；(ii)需要主動查看公司網站和披露易網站以留意公司通訊的發佈；及(iii)本公司未來將以印刷本形式發送可供採取行動的公司通訊^(Note)。

閣下有責任提供一個有效的電子郵件地址。假若公司沒有收到 閣下的電子郵件地址或 閣下所提供的電子郵件地址無效，公司將按照上述安排行事。如果公司向 閣下提供的電子郵件地址發送可供採取行動的公司通訊而未收到任何“未送達信息”，則公司將被視為已遵守上市規則。

若 閣下希望收取公司通訊之印刷版，請填妥背頁之回條並交回 H 股股份過戶處，或發送電子郵件至 airchina.ecom@computershare.com.hk，註明 閣下的姓名、地址以及收取公司通訊印刷版的要求。請注意，收取未來公司通訊印刷版之指示由收悉 閣下指示當日起計一年內有效，此後將過期。

如 閣下對本函件有任何疑問，請於辦公時間星期一至五（香港公眾假期除外）上午 9 時正至下午 6 時正（香港時間）期間致電 H 股股份過戶處(852)2862 8688 查詢。

代表
中國國際航空股份有限公司
肖烽 禰浩賢
聯席公司秘書
謹啟

2025 年 4 月 24 日

附註：可供採取行動的公司通訊指任何涉及要求發行人的證券持有人指示其擬如何行使其有關證券持有人的權利的公司通訊。

REPLY FORM 回條

致：香港中央證券登記有限公司（「H 股股份過戶處」）
香港灣仔皇后大道東 183 號
合和中心 17M 樓

(Please **choose ONLY ONE** of the options below)
(請從以下選項中**只選擇其中一項**)

Personalized QR Code 專屬二維碼

Option 1: Provide your email address for receipt of Corporate Communications* of the Company via electronic dissemination by scanning your personalized QR code

選項 1: 掃描 閣下專屬二維碼提供 閣下之電子郵件地址，以接收公司通過電子方式發佈的公司通訊。

You are NOT required to return this Reply Form if you choose Option 1.
如選擇了選項 1，閣下無須交回本回條。

Option 2: I/we hereby provide my/our email address in writing for receipt of Corporate Communications* of the following listed company (the “Company”) via electronic dissemination

選項 2: 本人/吾等現以書面提供本人/吾等之的電子郵件地址，以確保收到以下上市公司（「公司」）通過電子方式發佈的公司通訊*

Name of the listed company 上市公司名稱：

Air China Limited
中國國際航空股份有限公司

Email address 電郵地址: (Note 3 / 附註3)

[illegible]

Option 3: I/we hereby request for receipt of Corporate Communications* in printed form (Please mark “✓” in the below box if applicable)

選項 3: 本人/吾等現要求收取公司通訊*印刷版 (如適用, 請在以下方格內劃上「✓」號)

Noted that this instruction is valid only for one year starting from the receipt date of instruction. (Note 5)
已知悉本指示由收取指示日期起計一年內有效。(附註5)

☐ Printed English version 英文印刷本 ☐ Printed Chinese version 中文印刷本 ☐ Printed English and Chinese versions 中、英文印刷本

Date:

日期:

Notes 附註:

1. Please complete all your details clearly. If your shares are held in joint names, all of the joint shareholders should jointly sign this Reply Form in order to be valid.
請清楚填妥 閣下之所有資料。如屬聯名股東，則本回條須由所有聯名股東聯合簽署，方為有效。

2. Any Reply Form with no signature or otherwise incorrectly completed will be void.

任何回條若未有簽署或在其他方面填寫不正確，則將會作廢。

3. If the Company does not receive a functional email address in _____
如公司沒有收到 _____ 照下的有效電子郵件地址, 則下將無效。

4. If you provide more than one email address by QR code, email, reply form and/or other means, only the latest one email address provided will be registered.

4. If you provide more than one email address by QR code, email, reply form and/or other means, only the latest one email address provided will be registered.
如閣下通過二維碼、電郵、回條及/或其他方式提供多於一個的電子郵件地址，只有閣下最後提供的電子郵件地址將會被用於登記。

5. If you mark "✓" in the box in Option 3, no email address will be registered and only Corporate Communications* in printed form will be received.

如閣下在選項3方格內劃上「✓」號，將不會有電子郵件地址被登記，只會收取公司通訊*的印刷版。

6. For the avoidance of doubt, the Company does not accept an
 為免置疑 在本回條上的任何額外指三 公司將不承認

* Unless otherwise specified, Corporate Communications refer to any documents issued or to be issued by the Company for the information or action of holders of any of its 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.

除非另有註明，公司通訊泛指公司發出或將發出以供其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)董事報告、年度帳目以及審計報告副本以及財務摘要報告（如適用）；(b)中期報告及其中期報告摘要（如適用）；(c)會議通知；(d)上市文件；(e)通函；和(f)委任表格。

PERSONAL INFORMATION COLLECTION STATEMENT
收集個人資料聲明

(i) "Personal Data" in this statement has the same meaning as "personal data" in the Personal Data (Privacy) Ordinance, Chapter 486 of the Laws of Hong Kong ("PDPO").

(ii) 本聲明中所指的「個人資料」與香港法例第 486 章《個人資料（私隱）條例》（「[私隱條例](#)」）中「個人資料」的涵義相同。

(iii) Your Personal Data provided in this Reply Form will be used in connection with, including but not limited to, the Company's electronic dissemination of Corporate Communications¹ and to liaise with you on other matters relating to your holdings in the Company. Your supply of Personal Data to the Company is on a voluntary basis. In case of a failure to provide sufficient information, the Company may not be able to process your instruction and/or request as stated in this Reply Form. 閣下向本局提供的個人資料將被用於（包括但不限於）本公司以電子方式發布公司通訊及／或 閣下持有的公司證券有關的其他事宜上及／或 閣下聯絡。閣下自願向本公司提供個人資料。若 閣下未能提供足夠資料，本公司可能無法處理 閣下在本回條上所述的指示及／或要求。

(iv) Your Personal Data may be disclosed or transferred by the Company to its subsidiaries, the H Share Registrar, and/or other companies or bodies for any of the stated purposes, or when it is required to do so by law and will be retained for such period as may be required by law. 閣下的個人資料可能會被披露或轉交給本公司的附屬公司、H 股股份過戶處、及／或其他公司或團體，並將在適當期間保留該等個人資料作核實及記錄用途。

(v) You have the right to request access to and/or correction of your Personal Data in accordance with the provisions of the PDPO. Any such request for access to and/or correction of your Personal Data should be in writing, by email to the Hong Kong Privacy Officer of the H Share Registrar at 17 Mowat Street, Hopewell Centre, 183 Queen's Road East, Wan Chai, Hong Kong or by email to complaints@computershare.com.hk. 閣下有權根據《私隱條例》的條文，向 閣下的個人資料、任何等處查詢及／或修改個人資料的要求均以書面方式寄至 H 股股份過戶處（地址為香港灣仔皇后大道東 183 號合和中心 17M 樓）向香港隱私主任提出，或發送電郵至 PrivacyOfficer@computershare.com.hk。

Mailing Label 郵寄標籤

Computershare Hong Kong Investor Services Limited

香港中央證券登記有限公司

Freeport No. 簡便回郵號
Hong Kong 香港

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

No postage is necessary if posted in Hong Kong.

當閣下寄回此回條時，請將郵寄標籤剪貼於信封上。
如在本港投寄，閣下無需支付郵費或貼上郵票。