

# 交通銀行股份有限公司 Bank of Communications Co., Ltd.

(於中華人民共和國註冊成立的股份有限公司) (A joint stock company incorporated in the People's Republic of China with limited liability) (股份代號 Stock Code: 03328)

25 April 2025

Dear registered shareholder(s),

### Reminder letter regarding the Arrangement of Electronic Dissemination of Corporate Communications (Note 1)

With reference to the notification letter dated 6 February 2024 titled "Arrangement of Electronic Dissemination of Corporate Communications", Bank of Communications Co., Ltd. (the "Bank") is writing to remind you that the Bank has adopted electronic dissemination of corporate communications (the "Corporate Communications"), which mean any document issued or to be issued by the Bank for the information or action of holders of any of its securities or the investing public, 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 Bank at www.bankcomm.com and the HKEXnews's website at <a href="www.hkexnews.hk">www.hkexnews.hk</a> in place of notice of publication of Corporate Communications and printed copies (except for Actionable Corporate Communications (Note 2)).

#### Solicitation of electronic contact details

To ensure timely receipt of future Actionable Corporate Communications (Note2), the Bank recommends you to provide your email address by scanning your personalized QR code printed on the reply form (the "**Reply Form**") on the reverse side. Alternatively, you may sign the Reply Form and return it to the Bank'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

If the Bank 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 be unable to receive the electronic dissemination of Actionable Corporate Communications, the Bank will send you future Actionable Corporate Communications (Note 2) in printed form.

If you want to receive future Corporate Communications in printed form, please complete the reply form and return it to the H Share Registrar, at 17M Floor, Hopewell Centre, 183 Queen's Road East, Wan Chai, Hong Kong, or send an email to <a href="mailto:bankcomm.ecom@computershare.com.hk">bankcomm.ecom@computershare.com.hk</a> specifying your name, address and request to receive the future Corporate Communications in printed form. Please note that instructions made in this instance to receive future Corporate Communications in printed form shall be valid from the date of receipt and will remain valid until the instruction has been revoked or superseded or until the Bank publishes its annual report in the following year (whichever is earlier).

Should you have any queries relating to any of the above matters, please call the Bank's telephone hotline 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, or send an email to bankcomm.ecom@computershare.com.hk

> Yours faithfully. He Zhaobin Company Secretary For and on behalf of Bank of Communications Co., Ltd

- Note 1: This letter is addressed to registered shareholders of the Company who have not yet provided an email address for the timely receipt of actionable corporate communications. If you
- are a new registered shareholder, please read the arrangement for the electronic dissemination of corporate communications below and provide your email address as recommended. Actionable Corporate Communication is any corporate communication that seeks instructions from issuer's securities holders on how they wish to exercise their rights or make an Note 2 election as the issuer's securities holder, including but not limited to election forms in connection with a dividend payment (e.g. choice of scrip or cash dividend, currency); excess application forms or provisional allotment letters in connection with a rights issue; and acceptance forms in connection with takeovers, mergers and share buy-backs (including acceptance forms in general offers and acceptance and approval form in partial offers).

各位登記股東:

# 以電子方式發佈公司通訊安排的提示信函 'fft' )

根據日期為 2024 年 2 月 6 日有關「以電子方式發佈公司通訊之安排」之通知信函所述,交通銀行股份有限公司(「**本行**」) 謹此提醒 閣下,本行已 採用以電子方式發佈公司通訊(「公司通訊」)之安排,該公司通訊是指本行發佈或將要發佈以供其任何證券的持有人或投資大眾參照或採取行動的任 何文件,包括但不限於(a)董事報告、年度賬目連同審計報告副本以及(如適用)財務摘要報告; (b)中期報告及(如適用)中期報告摘要; (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本行網站 www.bankcomm.com 和香港交易所披露易網站 www.hkexnews.hk 上提供,以代替有關公司 通訊之發佈通知及印刷本(可供採取行動的公司通訊(開註2)除外)。

## 徵集電子聯絡資料

為確保及時收到未來可供採取行動的公司通訊《網遊》,本行建議 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本行的 H 股證券登記處 (「H 股證券登記處」) 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。

如本行沒有收到 閣下的有效電子郵件地址,直至 H 股證券登記處收到 閣下有效的電子郵件地址前, 閣下將無法通過電子郵件方式收取可供採取行 動的公司通訊,本行將向 閣下發送未來可供採取行動的公司通訊 (##2) 之印刷本。

閣下希望收取未來公司通訊之印刷本,請填妥回條並交回 H 股證券登記處,地址為香港灣仔皇后大道東 183 號合和中心 17M 樓,或發送電子郵件 刷版之指示由收悉日起將一直有效,直至指示被撤銷或取代,或直至本行於翌年刊發年報為止(以較早者為準)

閣下對本函內容有任何疑問,請致電本行電話熱線 (852) 2862 8688,辦公時間為星期一至五(香港公眾假期除外)上午9時正至下午6時正(香 港時間)或電郵至 bankcomm.ecom@computershare.com.hk。

> 代表 交通銀行股份有限公司 公司秘書 何兆斌

謹啟

2025年4月25日

- 此函件致尚未提供電子郵件地址以接收可供採取行動的公司通訊之公司登記股東。若閣下為新登記股東,請閱讀以下以電子方式發佈公司通訊的安排,並按建 附註 1: 議提供閣下的電子郵件地址。
- 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或作出選擇的公司通訊,例如有關派付股息的選擇表 附註 2: 格(例如選擇以股代息或現金股息、貨幣)、有關供股的額外申請表格及暫定配額通知書、有關收購、合併及股份回購的接納表格(包括全面要約的接納表格以 及部分要約的接納及批准表格)。

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REPLY	FORM	回條
KLI LI	CILIT	- IVI

Computershare Hong Kong Investor Services Limited

(The "H Share Registrar") 17M Floor, Hopewell Centre

183 Queen's Road East, Wan Chai, Hong Kong

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

香港中央證券登記有限公司 (「H 股證券登記處」) 香港灣仔皇后大道東 183 號

合和中心 17M 樓

Personalized QR Code 專屬二維碼

Option 1: Provide your email address for receipt of future Actionable Corporate Communications (Note 3) of the Bank via electronic dissemination by scanning your

personalized QR code

選項 1: 掃瞄 閣下專屬二維碼提供 閣下之電子郵件地址・以接收本行通過電子方式 發佈的未來可供採取行動的公司通訊<sup>(附註 3)</sup>

You are **NOT required** to return this Reply Form if you choose Option 1.

閉下**無須**亦同木同條。 加怨埋了怨百1

知选择 ] 选块 I , 图 下 <b>無次</b> 次四本四体。				
<u>Option 2:</u> I/we hereby provide my/our email address in writing for receipt of future Actionable Corporate Communications <sup>(Note 3)</sup> of the Bank via electronic dissemination. <u>選項 2:</u> 本人/吾等現以書面提供本人/吾等之電子郵件地址・以確保收到貴行通過電子方式發佈的未來可供採取行動的公司通訊 <sup>例註 3)</sup>				
Name of Securities holder(s) 證券持有人姓名: Name of the listed company 上市公司名稱:				
Bank of Communications Co., Ltd. (the "Bank")				
Email address 電郵地址: (Notes 2, 3&4/附註 2, 3 及4)				
Option 3: I/we hereby request for receipt of future Corporate Communications (Note 7) in printed form and noted that this instruction shall be valid from the date of receipt a	and			

will remain valid until the instruction has been revoked or superseded or until the Bank publishes its annual report in the following year (whichever is earlier). (Now 5) (Please mark " in the below box if applicable)

選頂3: 本人/吾等現要求收取未來公司通訊<sup>網註7)</sup>印刷本·並已知悉本指示由收悉日起將一直有效·直至指示被撤銷或取代·或直至貴行於翌年刊發年報為止(以較早 **者為準)。<sup>例註3</sup>(**如適用·請在以下方格內劃上「✓」號)

Tenglish Version 英文版本 Chinese Version 中文版本 English and Chinese Version 英文及中文版本 Signature(s): (Note 2) Contact number: Date:

簽名: (附註 2) Notes Wii:

Please complete all your details clearly. You are reminded to use legible handwriting if you are filling in the information in writing. 請清楚填妥 閣下之所有資料。如 閣下以書面提供資料。 閣下應注意字體端正清晰。

- Any Reply Form with no signature or otherwise incorrectly completed will be void. If your shares are held in joint names, all of the joint shareholders should jointly sign this Reply Form in order to be valid. 任何回嫁若未有簽署或在其他方面填寫不正確,則本回條務會作廢。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。
- 任何回嫁去未有簽署並在其他方面填寫不正確。則本回條將會作為。如圖總名設東,則本回條與計行線名設東聯合簽署,方為育沒。 財 he Bank does not receive a functional entail address in your repy, the Bank will send you future Actionable Companication in printed form will be received.

  DI 图下在披房子所内侧上 「人员,我不曾有看了新性地址设置。只有公司通訊<sup>按照了</sup>的印刷本曾被收取。

  The printed form will be received.

  DI 图下在披房子所内侧上 「人员,操不曾有看了新性地址设置。只有公司通訊<sup>按照了</sup>的印刷本曾被收取。

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聯絡電話號碼:

- For the avoidance of doubt, the Bank does not accept any other instructions given on this Reply Form. 為免存疑·在本回條上的任何額外指示·本行將不予處理。
- wall was described contact the contact of the conta 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 prixty form.

  原并另有注码。公司通讯分指本行政标识将要数的以供具任何显势的特有人或投資大眾多無或採取行動的任何文件。包括包不限款(a) 董事報告。年度無目總同審計報告劇本以及(如適用)財務需要報告,(b) 中期報告及(如適用)申期報告编奏 (c) 董鑫通知,(d) 上市文字;(e) 随道,我们 多任表格。

PERSONAL INFORMATION COLLECTION STATEMENT 收集個人資料聲明

- "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").
  本整明中所指的「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」的遊養相同・
  Your Personal Data provided in this Reply Form will be used in connection with, including but not linding b (ii)

(iii)

閣卜於本回條所提供的個人資料將用於(包括但不限於)有關本行以電子方式發佈公司婚訊投就 閣卜持有的本行證券有關的其他事宜上與 閣卜聯絡。 閣卜是目順向本行提供個人資料。若 閣卜未能提供比夠資料。本行可能無法處理 間戶本中回條上所述的指示及或要求。
Your Personal Data may be disclosed or transferred by the Bank 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 necessary for our verification and record purposes.
本行可說任何所認明的用途或在法例规定的情况下,將 閣下的個人資料按應或轉移給本行的附屬公司,H 股證券登記處、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費及紀錄用途。
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 in accordance with the provisions of the PDPO. Any such request for 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 in accordance with the provisions of the PDPO. Any such request for 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 in accordance with the PDPO. Any such request for access to and/or correction of your Personal Data in accordance with the PDPO. Any such request for access to and/or correction of your Personal Data in accordance with the PDPO. Any such request for a sub-field part of your Personal Data in accordance with the PDPO. Any such request for a middle part of your Personal Data in accordance with the PDPO. Any such request for a middle part of your Personal Data in accordance with the PDPO. Any such request for a middle part of your Personal Data in accordance with the PDPO. Any such request for a middle part of your Personal Data in accordance with the PDPO. Any such request for a middle part of your Personal Data in a middle part of your Personal Data in accordance with the PDPO. Any such request for a middle part of your Personal Data in acco

Mailing Label 郵客標籤

Computershare Hong Kong Investor Services Limited 香港中央證券登記有限公司

Freepost No. 簡便回郵號碼: 37 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.

日期:

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。