

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 <sup>(Note 1)</sup>

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](http://www.bankcomm.com) and the HKEXnews's website at [www.hkexnews.hk](http://www.hkexnews.hk) in place of notice of publication of Corporate Communications and printed copies (except for Actionable Corporate Communications <sup>(Note 2)</sup>).

## Solicitation of electronic contact details

To ensure timely receipt of future Actionable Corporate Communications <sup>(Note 2)</sup>, 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 Chai, Hong Kong.

**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 <sup>(Note 2)</sup> 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 [bankcomm.ecom@computershare.com.hk](mailto:bankcomm.ecom@computershare.com.hk) 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](mailto: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.

Note 2: 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 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 <sup>(附註1)</sup>

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](http://www.bankcomm.com) 和香港交易所披露易網站 [www.hkexnews.hk](http://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 <sup>(附註2)</sup> 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 <sup>(附註2)</sup>，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 <sup>(附註2)</sup> 之印刷本。

若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，或發送電子郵件至 [bankcomm.ecom@computershare.com.hk](mailto:bankcomm.ecom@computershare.com.hk)，並註明閣下的姓名、地址以及收取未來公司通訊印刷本的要求。請注意，本次選擇收取未來公司通訊印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）。

如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](mailto: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

附註1: 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，並按建議提供閣下的電子郵件地址。

附註2: 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）。

