



中銀香港(控股)有限公司

BOC HONG KONG (HOLDINGS) LIMITED

(Incorporated in Hong Kong with limited liability)

Stock Codes: 2388 (HKD counter) and 82388 (RMB counter)

6 September 2024

Dear Registered Shareholder,

Arrangement of Dissemination of Corporate Communications

Pursuant to Rule 2.07 of the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited under the expansion of paperless listing regime and electronic dissemination of corporate communication that came into effect on 31 December 2023, BOC Hong Kong (Holdings) Limited (the “Company”) wish to inform you that the Company intends to adopt electronic dissemination of Corporate Communications¹ once it is permissible under Hong Kong Companies Ordinance.

Notification of publication of Current Corporate Communications

The 2024 Interim Report, Circular containing Notice of the Extraordinary General Meeting and Proxy Form for the Extraordinary General Meeting (collectively “**Current Corporate Communications**”) are now available in the “Investor Relations” section of the Company’s website (www.bochk.com) and the website of Hong Kong Exchanges and Clearing Limited (www.hkexnews.hk). The Extraordinary General Meeting of the Company will be held as a hybrid meeting on Tuesday, 24 September 2024 at 2:00 p.m. at Grand Ballroom, The Lobby Floor, Grand Hyatt Hong Kong, 1 Harbour Road, Wan Chai, Hong Kong with online access through online platform. If you have previously requested for receiving Corporate Communications in printed form, the printed version of the Current Corporate Communications in your selected language(s) is/are enclosed. If you have any difficulty in receiving or gaining access to the Current Corporate Communications posted on the Company’s website for any reason, the Company will promptly upon your notice send the printed version of the Current Corporate Communications to you free of charges. Please send your request in writing to the Company’s share registrar (the “**Share Registrar**”), Computershare Hong Kong Investor Services Limited, at 17M Floor, Hopewell Centre, 183 Queen’s Road East, Wan Chai, Hong Kong or via email to bochk.ecom@computershare.com.hk.

Solicitation of electronic contact details

To ensure timely receipt of Corporate Communications and Actionable Corporate Communications² upon the Company’s adoption of electronic dissemination of Corporate Communications, the Company recommends you to provide your email address by scanning your personalized QR code on the reply form (the “**Reply Form**”) or completing, signing and returning the Reply Form overleaf to the Company’s Share Registrar in the aforesaid manner.

For new shareholder(s) (i.e. shareholder(s) who previously did not receive a letter from the Company seeking your election regarding the language and means of receipt of Corporate Communications under the new arrangements on dissemination of Corporate Communications), if the Share Registrar does not receive your electronic submission or the duly completed and signed Reply Form or a response in writing indicating the objection from you by 5 October 2024, and until you inform the Share Registrar by reasonable notice in writing, you are taken to have agreed to access all future Corporate Communications posted on the Company’s website and receive a notification of the publication of the Corporate Communications in the Company’s website in future.

If you elect to receive the website version of future Corporate Communications, you are requested to provide an email address for the purpose of receiving (i) email notifications for the publication of relevant future Corporate Communications and (ii) all future Actionable Corporate Communications in electronic form from the Company.

If no valid and functional email address is provided or you are taken to have agreed to access all future Corporate Communications posted on the Company’s website, the Company will send to you by post at the address as appearing in the Company’s register of members maintained by the Share Registrar, (i) a notification letter for the publication of Corporate Communications on the website of the Company and (ii) all future Actionable Corporate Communications in printed form, until such time when you have provided a valid and functional email address to the Share Registrar.

Request for Corporate Communications and Actionable Corporate Communications in printed form

You are entitled at any time by reasonable notice in writing to the Share Registrar to request receiving the Corporate Communications in printed form. Please complete, sign and return the Reply Form overleaf and send it to the Share Registrar in the aforesaid manner. Any such request will remain valid until the instruction has been revoked or superseded or until the time when the Company publishes its next annual report in the following year (whichever is earlier). Please note that you must complete and return a fresh Reply Form, if you wish to continue to receive Corporate Communications and Actionable Corporate Communications in printed form.

Should you have any queries relating to any of the above matters, please contact the Company at (852) 2846 2700 during business hours from 9:00 a.m. to 6:00 p.m., Mondays to Fridays, excluding Hong Kong public holidays.

Yours faithfully
For and on behalf of
BOC Hong Kong (Holdings) Limited
Huang Xuefei
Company Secretary

Notes

1. “Corporate Communication(s)” which mean any document issued or to be issued by the Company for the information or action of holders of any of its shares or securities, including but not limited to (a) annual report and accounts; (b) interim report; (c) a notice of a shareholder meeting; (d) a listing document; (e) a circular; and (f) a proxy form.
2. “Actionable Corporate Communication(s)” refer to any corporate communication that seeks instruction(s) from holders of the Company’s shares or securities on how they wish to exercise their rights or make an election as holders of the Company’s shares or securities.

