



NOTIFICATION LETTER 通知信函

28 March 2025

Dear Shareholder,

Hang Seng Bank Limited (the “Bank”)

– Notice of publication of Annual Report 2024 and Circular together with Notice and Form of Proxy of Annual General Meeting (collectively “Current Corporate Communications”) and Environmental, Social and Governance Report 2024

The Bank’s Annual General Meeting will be held at Hang Seng Bank Headquarters, 83 Des Voeux Road Central, Hong Kong and via the Online Platform at <https://meetings.computershare.com/HangSeng2025AGM> on Thursday, 8 May 2025 at 3:30 p.m. The English and Chinese versions of the Bank’s Current Corporate Communications are available on the Bank’s website at www.hangseng.com and the website of Hong Kong Exchanges and Clearing Limited (“HKEX”) at www.hkexnews.hk. You may access the Current Corporate Communications by clicking “Investor Relations” under “About Hang Seng” on the home page of the Bank’s website, then selecting the name of the relevant document under “Financial Information”, or “Circulars to Shareholders”, or “Notices of General Meetings of Shareholders”, or “Forms of Proxy”, or by browsing through the HKEX’s website.

The Bank offers our shareholders to receive the Corporate Communications* (a) by electronic means through the Bank’s website (“Electronic Version”) or (b) in printed form, in English and/or Chinese version(s). To support HKEX’s paperless initiatives and the Bank’s commitment to sustainability, shareholders are encouraged to rely on the Electronic Version in the place of receiving printed copies, and to receive notification of the publication of the Corporate Communications on the Bank’s website through email or, if none provided, by post.

If you have difficulty in receiving or gaining access to the Current Corporate Communications through the Bank’s website, or want to receive free of charge printed version of the Current Corporate Communications (even if you have chosen or are deemed to have consented to receive the Electronic Version), and/or change your choice of means of receipt of the Bank’s Corporate Communications in the future by giving reasonable notice in writing, please complete the reply form on the reverse side and send it to the Bank c/o the Bank’s Share Registrar (the “Share Registrar”), Computershare Hong Kong Investor Services Limited (i) by post, using the mailing label as indicated in the form, or (ii) by email to hangseng@computershare.com.hk.

The Bank’s Environmental, Social and Governance Report 2024 is published in electronic form only on the Bank’s website and the HKEX’s website. You may access the Report by clicking “Environmental, Social and Governance - Report” under “About Hang Seng” on the home page of the Bank’s website, or on the HKEX’s website.

Should you have any queries relating to any of the above matters, please call the Bank’s hotline at (852) 2198 7887 from 9:00 a.m. to 5:00 p.m. from Monday to Friday, excluding public holidays.

Yours faithfully,

Cheung Ka Ki

Company Secretary and Head of Corporate Governance

* *Corporate Communications include but are not limited to (a) the directors’ report and annual accounts together with a copy of the auditor’s report and, where applicable, a summary financial report; (b) the interim report and, where applicable, a summary interim report; (c) a notice of meeting; (d) a listing document; (e) a circular; and (f) a form of proxy. Actionable Corporate Communication refers to any corporate communication that seeks instructions from shareholders on how they wish to exercise their rights or make an election as the Bank’s shareholders.*

各位股東：

恒生銀行有限公司（「本行」）

– 2024 年年報及致股東函（連同股東周年常會通告及投票委託書）（統稱「是次公司通訊」）以及環境、社會及管治報告 2024 之發佈通知

本行將於 2025 年 5 月 8 日（星期四）下午 3 時 30 分在香港德輔道中 83 號恒生銀行總行以及通過網上平台 <https://meetings.computershare.com/HangSeng2025AGM&Locale=zh-hk> 召開股東周年常會。本行是次公司通訊之中、英文版本，已上載於本行網站 www.hangseng.com 及香港交易及結算所有限公司（「香港交易所」）網站 www.hkexnews.hk。閣下可於本行網站主頁「恒生簡介」項下，選按「投資者關係」，再在「財務資訊」，或「股東函」，或「股東大會通告」，或「投票委託書」項下，選擇有關文件之名稱，或透過香港交易所網站瀏覽有關文件。

本行提供以下收取公司通訊*的方式予股東選擇：(a)以電子方式透過本行網站收取公司通訊（「電子版本」）；或(b)收取公司通訊的英文及／或中文印刷本。為配合香港交易所推動無紙化及體現本行對可持續發展的承諾，本行期望各股東閱覽電子版本，以代替收取印刷本，並透過電郵或（如未有提供電郵地址）郵寄方式收取有關公司通訊已在本行網站發佈之通知。

倘若閣下於本行網站收取或瀏覽是次公司通訊時出現困難，或欲收取是次公司通訊之印刷本（即使閣下已選擇或被視為已同意選擇收取電子版本）（費用全免），及／或以合理書面通知更改已選擇之日後收取公司通訊方式，請填妥本函背面之回條，並(i)以郵寄方式（按回條上之指示使用郵寄標籤）或(ii)以電郵方式（發送至 hangseng@computershare.com.hk）交回本行之股份登記處香港中央證券登記有限公司（「股份登記處」）。

本行環境、社會及管治報告 2024 僅以電子形式上載於本行網站及香港交易所網站。閣下如欲查閱該報告，可於本行網站主頁「恒生簡介」項下選按「環境、社會及管治 - 報告」，亦可瀏覽香港交易所網站。

如閣下對本函內容有任何疑問，請於星期一至星期五（公眾假期除外）上午 9 時至下午 5 時，致電本行電話熱線(852) 2198 7887 查詢。

公司秘書及企業管治主管

張嘉琪 謹啟

2025 年 3 月 28 日

* 公司通訊包括但不限於：(a)董事會報告及年度賬目，連同核數師報告副本及（倘適用）財務報告摘要；(b)中期報告及（倘適用）中期報告摘要；(c)會議通告；(d)上市文件；(e)通函；及(f)投票委託書。可供採取行動的公司通訊指任何涉及要求股東指示其擬如何行使其有關股東的權利或作出選擇的公司通訊。

恒生銀行有限公司

Hang Seng Bank Limited

於香港註冊成立之有限公司

Incorporated in Hong Kong with limited liability



恒生銀行
HANG SENG BANK

Stock codes: 11 (HKD counter) and 80011 (RMB counter)
股份代號: 11 (港幣櫃台) 及 80011 (人民幣櫃台)

NAME(S) AND ADDRESS OF THE REGISTERED SHAREHOLDER
登記股東之英文姓名及地址

REPLY FORM 回條

To: Hang Seng Bank Limited (the “Bank”)
c/o Computershare Hong Kong Investor Services Limited
17M Floor, Hopewell Centre,
183 Queen’s Road East,
Wanchai, Hong Kong

致： 恒生銀行有限公司（「恒生」）
經香港中央證券登記有限公司
香港灣仔皇后大道東 183 號
合和中心 17M 樓

(1) Change of Means of Receipt of all future Corporate Communications 更改收取日後所有公司通訊之方式

I/We would like to change the means of receipt of **all future Corporate Communications** (other than Actionable Corporate Communications) of the Bank in the manner as indicated below:

本人／吾等希望更改以下列方式收取恒生日後所有公司通訊（可供採取行動的公司通訊除外）：

☐ by **electronic means** through the Bank's website at www.hangseng.com (instead of in printed copies), with a notification of the publication either through email or by post (to address in the Bank's register of shareholders); OR
透過恒生網站 www.hangseng.com 以**電子方式**收取（而非收取印刷本），並透過電郵或郵寄（至恒生股東名冊上的地址）方式收取相關的發佈通知；或

☐ in printed ☐ English version and/or ☐ Chinese version
收取 英文印刷本及/或 中文印刷本

Personalized QR Code
專屬二維碼

(2) Request of printed Current Corporate Communications 收取是次公司通訊之印刷本

I/We would like to receive the **printed Current Corporate Communications** of the Bank in ☐ English version and/or ☐ Chinese version
本人／吾等現欲收取恒生是次公司通訊印刷本之 ☐ 英文版本及／或 ☐ 中文版本

Name(s) of shareholder(s) 股東姓名

Email address 電郵地址

[illegible]

You may provide your email address by scanning the personalized QR code 閣下可透過掃瞄專屬二維碼提供 閣下之電郵地址

Address 地址

Contact number 聯絡電話號碼

Date 日期

Signature 簽署

Notes 附註：

1. Please mark “✓” of the appropriate box(es) and complete this form clearly. Any form with no indicated choice, with no signature or otherwise incorrectly completed will be void. Invalid or illegible email address or address may result in non-delivery to you of notification in relation to publication of Corporate Communications on the Bank’s website or printed copies as requested. 請在適當空格內劃上「✓」及清楚填寫本回條。回條上若未作出選擇或未有簽署又或在其他方面填寫不正確，即告作廢。如上述提供的電郵地址或地址無效或難以辨認，可能導致閣下無法收取有關公司通訊已於恒生網站發佈之通知或所要求的印刷本。
2. In case of joint registered holders, this form should be signed by the shareholder whose name stands first on the register of shareholders of the Bank. 若為股份之聯名登記持有人，則本回條須由在恒生股東名冊上就聯名持有股份而其姓名位列首位之股東簽署。
3. Your instruction, if any, for printed version of future Corporate Communications of the Bank will remain valid for one year starting from the receipt date of instruction by the Share Registrar, until your instruction has been revoked or superseded (whichever is earlier). 閣下就恒生日後所有公司通訊收取印刷本之指示（如有）將於股份登記處收到有關指示日期起計一年內維持有效，直至閣下的指示被撤銷或取代（以較早者為準）。
4. Terms used in this form shall bear the same meanings as those defined in the Bank’s notification letter to shareholder dated 28 March 2025. 於本回條內所用詞彙與恒生於2025年3月28日發送予股東之通知函內所界定者具有相同涵義。

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"), which will include your name, contact number, address and/or email address. The Personal Data provided in this form will be used in connection with processing your choice of means of receipt of the Bank's Corporate Communications. Your supply of the Personal Data to the Bank and/or its Share Registrar is on a voluntary basis. The Personal Data will be disclosed or transferred to the Share Registrar's agents, contractors or third-party service providers of the Bank who/which offers administrative, telecommunications, computer, payment or other data processing services to the Share Registrar in connection with the operation of their business for any of the above stated purpose(s). The Bank and its Share Registrar may also transfer the Personal Data if it is required to do so by law enforcement agencies or regulatory authorities. The Personal Data collected in this form will be retained for such period as may be necessary for any of the above purpose(s) and its directly related purposes such as for our verification, notification and record purposes. You have the right to request access to and/or correction of the Personal Data in accordance with the provisions of the PDPO. Any such request should be in writing to the Hong Kong Privacy Officer of the Bank's Share Registrar by post or by email to PrivacyOfficer@computershare.com.hk 本聲明中所指的「個人資料」具有香港法例第 486 章《個人資料（私隱）條例》（「《私隱條例》」）中「個人資料」的涵義，包括閣下之姓名、聯絡電話號碼、地址及／或電郵地址。閣下於本回收所提供的個人資料會用以處理閣下收取恒生公司通訊方式的選擇事宜。閣下乃基於自願性質向恒生及／或其股份登記處提供個人資料，為達至任何上述目的，該等個人資料將會被披露予或轉交至股份登記處之代理、承包商或恒生之第三方服務供應商，以提供與其業務運作有關的行政、電腦、電匯、付款或其他資料處理服務予股份登記處。若法律規定或應執法機關或監管部門的要求，恒生及其股份登記處亦會轉移該等個人資料。於本回收所收集的個人資料將會於為達至任何上述用途或任何直接相關用途所需的時間內被保存作查證、通知及記錄用途。閣下有權根據《私隱條例》之條文要求查閱及／或修改個人資料。任何該等要求均須以書面方式透過郵寄或電報至 PrivacyOfficer@computershare.com.hk 向恒生股份登記處之香港隱私主任提出。

Mailing Label 郵寄標籤

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.

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。