



上海集優機械股份有限公司

Shanghai Prime Machinery Company Limited

(A joint stock limited company incorporated in the People's Republic of China with limited liability)

(Stock Code: 02345)

CHANGE REQUEST FORM

To: Shanghai Prime Machinery Company Limited (the “Company”)
c/o Tricor Investor Services Limited
Level 54, Hopewell Centre, 183 Queen’s Road East, Hong Kong

Part A — To receive another printed version of the Current Corporate Communication:

2019 Annual Report

(Please tick ONLY ONE box)

- I have already received a printed copy of the Current Corporate Communication in Chinese but I would now like to receive a printed copy in English.
- I have already received a printed copy of the Current Corporate Communication in English but I would now like to receive a printed copy in Chinese.

I have chosen to read the Current Corporate Communication posted on the Company’s website but would like to receive:

- a printed copy in English; or
 - a printed copy in Chinese; or
 - both the printed English and Chinese copies.
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Part B — To change your choice:

I would like to change my previous choice and request to receive all future corporate communication of the Company issued not less than 10 business days after the date hereof in the following manner:

(Please tick ONLY ONE box)

- to receive the **printed English version only**; or
- to receive the **printed Chinese version only**; or
- to receive **BOTH** the printed English and Chinese versions; or
- to rely on the corporate communications posted on the Company’s website in lieu of the printed copy and to receive **email notification** to my email address at _____ of the publication of the corporate communication on the Company’s website. **(If you do not provide your email address above, you will NOT be expressly notified as and when each corporate communication is published.)**

If you elect to read the website version of the Corporate Communication published on the Company’s website only in place of receiving printed copies, you are deemed to have expressly consented to waive the right to receive the Corporate Communication in printed form, including the right to receive notice of meeting in printed forms pursuant to the Company’s articles of association.

Shareholder’s full name (in English): _____

Shareholder’s registered address: _____

Signature: _____

Contact no.: _____

Date: _____

PERSONAL INFORMATION COLLECTION STATEMENT

“Personal Data” in this reply form has the same meaning as “personal data” in the Personal Data (Privacy) Ordinance, Cap. 486 (“**PDPO**”), which includes your name, contact number and address.

Your Personal Data provided in this reply form will be used in connection with processing your request for the corporate communication of the Company. The supply of your Personal Data is on a voluntary basis. However, we may not be able to process your request unless you provide us with your Personal Data.

Your Personal Data will be disclosed or transferred to the Company, the Company’s H Share Registrar and/or other companies or bodies for the purpose stated above, 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 purpose.

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 to the Company at its principal place of business in PRC.