



# CHINA OVERSEAS PROPERTY HOLDINGS LIMITED

## 中海物業集團有限公司

(Incorporated in the Cayman Islands with limited liability)

(於開曼群島註冊成立之有限公司)

(Stock Code: 2669)

(股份代號：2669)

24 April 2020

Dear Shareholder(s),

### Letter to New Shareholders — Election of means of receipt of Corporate Communications

In order to protect the environment and reduce costs for the benefit of shareholders, China Overseas Property Holdings Limited (the “Company”) offers to you to choose to receive its Corporate Communications<sup>Note</sup> by electronic means through the Company’s website at <http://www.copl.com.hk> (the “Electronic Communication Option”).

If you wish to choose to receive the Company’s Corporate Communications by the Electronic Communication Option, please complete **Part B** of the **Reply Form** and return it to the Company’s Branch Share Registrar in Hong Kong, Tricor Investor Services Limited by email at [copl2669-ecom@hk.tricorglobal.com](mailto:copl2669-ecom@hk.tricorglobal.com) or by post using the mailing label provided in the form.

If you elect the Electronic Communication Option and have specified your email address in **Part B** of the **Reply Form**, we will send you an email notification each time when new Corporate Communications are posted on the Company’s website. In case you do not provide your email address, we will notify you by post instead.

Please note that you may change your choice of means of receipt of Corporate Communications at any time, free of charge, by giving reasonable prior notice, and completing **Part B** of the **Reply Form** and returning the same to the Company’s Branch Share Registrar by way of facsimile, email or post. A **Reply Form** will be sent to you together with future notification letters or can be obtained from the Company’s Branch Share Registrar.

Even if you have opted for the Electronic Communication Option and for any reason having difficulty in receiving or gaining access to the Corporate Communications, please notify the Company’s Branch Share Registrar by completing the **Reply Form** for requesting Corporate Communications in printed form free of charge.

If you have any queries relating to this letter, please call our hotline at (852) 2980 1333 from 9:00 a.m. to 5:00 p.m., Monday to Friday (excluding public holidays).

Yours faithfully,  
For and on behalf of  
**China Overseas Property Holdings Limited**  
**Zhang Guiqing**  
Chairman and Executive Director

**Note:** Corporate Communications include any publication issued or to be issued by the Company for information or action of holders of any of its securities, including, but not limited to, directors’ reports, annual accounts together with independent auditor’s reports, interim reports, notices of meetings, circulars, proxy forms and “corporate communication” as defined in the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited.

各位股東，

### 致新股東之函件 — 選擇收取公司通訊的方式

為支持環保及為股東利益而節省成本，中海物業集團有限公司（「本公司」）謹請閣下選擇透過本公司之網站<http://www.copl.com.hk>以電子方式瀏覽公司通訊<sup>附註</sup>（「電子通訊選擇」）。

倘閣下欲選擇透過電子通訊選擇收取本公司的公司通訊，謹請閣下填妥回條乙部，並電郵至[copl2669-ecom@hk.tricorglobal.com](mailto:copl2669-ecom@hk.tricorglobal.com)或以回條內所提供的郵寄標籤寄回本公司香港股份過戶登記分處 — 卓佳證券登記有限公司。

如閣下已選擇電子通訊選擇並已在回條乙部內註明閣下之電郵地址，我們將會在每次刊載新公司通訊於本公司之網站時以電郵方式通知閣下。倘若閣下未有提供電郵地址，本公司將會改以郵寄方式知會閣下。

請注意閣下可透過作出合理事先通知，並填寫回條乙部及通過傳真、電郵或郵寄方式交回本公司股份過戶登記分處，以隨時更改收取公司通訊的方式，費用全免。回條將連同日後之通知函件寄發予閣下或閣下可向本公司股份過戶登記分處索取。

然而，倘閣下已選取電子通訊選擇，卻因任何理由引致收取或接收公司通訊上出現困難，謹請透過填妥回條知會本公司股份過戶登記分處，以免費索取公司通訊的印刷本。

如閣下對本函件有任何疑問，請於星期一至星期五（公眾假期除外）上午九時至下午五時，致電吾等熱線(852) 2980 1333。

代表  
中海物業集團有限公司  
主席兼執行董事  
張貴清  
謹啟

二零二零年四月二十四日

附註：公司通訊包括本公司發出或將予發出以供其任何證券的持有人參照或採取行動的任何文件，其中包括但不限於：董事會報告、年度賬目連同獨立核數師報告、中期報告、會議通告、通函、代表委任表格，以及任何香港聯合交易所有限公司證券上市規則內所指的「公司通訊」。

