

Hong Kong Exchanges and Clearing Limited and The Stock Exchange of Hong Kong Limited take no responsibility for the contents of this announcement, make no representation as to its accuracy or completeness and expressly disclaim any liability whatsoever for any loss howsoever arising from or in reliance upon the whole or any part of the contents of this announcement.

Under our weighted voting rights structure, our share capital comprises Class A ordinary shares and Class B ordinary shares. Each Class A ordinary share entitles the holder to exercise one vote, and each Class B ordinary share entitles the holder to exercise 10 votes, respectively, on all matters that require a shareholder's vote. Shareholders and prospective investors should be aware of the potential risks of investing in a company with a weighted voting rights structure. Our American depositary shares, each representing one of our Class A ordinary shares, are listed on the New York Stock Exchange in the United States under the symbol ZTO.



(A company controlled through weighted voting rights and incorporated in the Cayman Islands with limited liability)
(Stock Code: 2057)

ELECTION OF LANGUAGE AND MEANS OF RECEIPT OF CORPORATE COMMUNICATIONS

The Company is making arrangements in accordance with Rules 2.07A and 2.07B of the Listing Rules and its Articles of Association for Shareholders to elect to receive all future Corporate Communications (i) in electronic form on the Company's website at <http://www.zto.com> (where they will continue to be published in both English and Chinese) or in printed form and (ii) if Shareholders elect to receive future Corporate Communications in printed form, to elect to receive them in the English language, in the Chinese language or in both languages. The Company is doing this with a view to increase efficiency, save costs and protect the environment.

PROPOSED ARRANGEMENTS

In accordance with Rules 2.07A and 2.07B of the Listing Rules and the Articles of Association, the following arrangements have been made by the Company:

1. The Company has sent a letter to its Shareholders on April 26, 2023 (the "**First Letter**") together with a reply form with a pre-paid mailing label attached for posting within Hong Kong (the "**Reply Form**"). The First Letter and the Reply Form are in English and Chinese. The Reply Form enables Shareholders to elect any one of the following options:
 - (a) to access all future Corporate Communications (which are available in both English and Chinese) through the Company's website ("**Website Version**") instead of receiving printed versions, and to receive a printed notification letter of the publication of the Corporate Communications on the Company's website by post; or
 - (b) to receive the printed English version of all future Corporate Communications by post only; or to receive the printed Chinese version of all future Corporate Communications by post only; or
 - (c) to receive both the printed English and Chinese versions of all future Corporate Communications by post.

The First Letter explains that, if the Company does not receive a duly completed and signed Reply Form from a Shareholder (or any other response from a Shareholder indicating that the Shareholder objects to receiving the Website Version of Corporate Communications) on or before May 24, 2023, the Shareholder will be deemed, until the Shareholder informs the Company otherwise by reasonable notice in writing to the Company c/o the Branch Share Registrar at 17M Floor, Hopewell Centre, 183 Queen’s Road East, Wan Chai, Hong Kong or by email to zto.ecom@computershare.com.hk, to have elected to receive all future Corporate Communications by Website Version instead of receiving them in printed form according to the relevant laws and regulations.

2. With respect to the Shareholders who choose to receive Corporate Communications in printed form, the Company will send Corporate Communications to the Shareholder in the language or languages selected by the Shareholder unless and until the Shareholder informs the Company otherwise by reasonable prior notice in writing to the Company c/o the Branch Share Registrar at 17M Floor, Hopewell Centre, 183 Queen’s Road East, Wanchai, Hong Kong or by email to zto.ecom@computershare.com.hk that the Shareholder wishes to receive Corporate Communications in the other (or both) language(s) (as the case may be) or in electronic form on the Company’s website at www.zto.com.
3. With respect to the Shareholders who choose to receive Corporate Communications in electronic form on the Company’s website, the Company will notify the Shareholder by post when each Corporate Communication is published on the Company’s website. This notification will be sent to the address of the Shareholder which appears in the Company’s register of members maintained by the Branch Share Registrar.
4. When each Corporate Communication is sent by the Company in accordance with the arrangements described above, a letter (the “**Second Letter**”) and a change request form (the “**Change Request Form**”) with a pre-paid mailing label attached for posting within Hong Kong will be attached to or printed in the relevant Corporate Communication. The Second Letter and Change Request Form will be in English and Chinese. By completing and returning the Change Request Form to the Branch Share Registrar, the Shareholder may elect (i) to receive future Corporate Communications in printed form instead of in electronic form on the Company’s website (or in electronic form on the Company’s website instead of in printed form) or (ii) to change the language in which the Shareholder receives Corporate Communications in printed form.
5. Shareholders shall have the right at any time by reasonable prior notice in writing to the Company (send to the Branch Share Registrar at the above address or by email to zto.ecom@computershare.com.hk) to elect (i) to receive future Corporate Communications in printed form instead of in electronic form on the Company’s website (or in electronic form on the Company’s website instead of in printed form) or (ii) to change the language in which they receive Corporate Communications in printed form. If any Shareholder who has elected (or is deemed to have elected) to receive Corporate Communications in electronic form on the Company’s website for any reason has difficulty in obtaining access to Corporate Communications on the Company’s website, the Company will, upon request by the Shareholder, send Corporate Communications to the Shareholder in printed form free of charge.

6. All future Corporate Communications in both English and Chinese and in accessible format will be available on the Company's website at www.zto.com and the Stock Exchange's website at www.hkexnews.hk.
7. The Company provides a hotline service (Tel: (852) 2862 8688) which is available during business hours (9:00 a.m. to 6:00 p.m., Monday to Friday, excluding Hong Kong public holidays) to enable Shareholders to make enquiries of the Company's arrangements described above.
8. The First Letter and the Second Letter will indicate that English and Chinese versions of all future Corporate Communications will be available in printed form from the Company and the Branch Share Registrar upon request, as well as on the websites of the Company and the Stock Exchange and that the hotline service is being provided as described above.

DEFINITIONS

In this announcement, the following expressions have the meanings set out below unless the context requires otherwise:

“Articles of Association”	the articles of association of the Company currently in force
“Board”	the board of Directors
“Branch Share Registrar”	the Company's Hong Kong branch share registrar, Computershare Hong Kong Investor Services Limited, 17M Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong
“Company”	ZTO Express (Cayman) Inc., a company incorporated in the Cayman Islands on April 8, 2015 as an exempted company and, where the context requires, its subsidiaries and consolidated affiliated entities from time to time
“Corporate Communications”	any document(s) issued or to be issued by the Company for the information or action of any holders of its securities, including but not limited to: (a) the directors' report, annual reports and its summary financial reports (where applicable) (and all reports and accounts contained therein); (b) the interim reports and its summary interim reports (where applicable) (and all reports and accounts contained therein); (c) notices of meetings; (d) listing documents; (e) circulars; and (f) proxy forms
“Director(s)”	director(s) of the Company
“Hong Kong”	the Hong Kong Special Administrative Region of the People's Republic of China
“Listing Rules”	the Rules Governing the Listing of Securities on the Stock Exchange

“Shareholder(s)” holder of the share(s) of the Company

“Stock Exchange” The Stock Exchange of Hong Kong Limited

By order of the Board
ZTO Express (Cayman) Inc.
Meisong LAI
Chairman

Hong Kong, April 26, 2023

As at the date of this announcement, the Board comprises Mr. Meisong LAI as the chairman and executive Director, Mr. Jilei WANG and Mr. Hongqun HU as executive Directors, Mr. Xing LIU and Mr. Zheng LIU as non-executive Directors, Mr. Frank Zhen WEI, Mr. Qin Charles HUANG, Mr. Herman Cheng-Chun YU, Mr. Tsun-Ming (Daniel) KAO and Ms. Fang XIE as independent non-executive Directors.