



# 華潤水泥控股有限公司

## China Resources Cement Holdings Limited

(incorporated in the Cayman Islands with limited liability)

(於開曼群島註冊成立之有限公司)

(Stock Code 股份代號:1313)

8 September 2023

Dear Shareholders,

### Letter to new shareholders – election of means of receipt of corporate communications

In order to protect the environment, China Resources Cement Holdings Limited (the “Company”) proposes that as a shareholder of the Company, you may choose to receive Corporate Communications<sup>Note</sup>: (i) by electronic means through the Company’s website at [www.crcement.com](http://www.crcement.com) or the HKExnews website at [www.hkexnews.hk](http://www.hkexnews.hk) (the “Electronic Communication Option”); or (ii) in printed form.

The purpose of this letter is to ascertain shareholders’ choice of means of receipt of Corporate Communications.

**Please kindly complete the attached Reply Form and return the completed Reply Form to the Company’s Share Registrar, Computershare Hong Kong Investor Services Limited by email at [cr cement.ecom@computershare.com.hk](mailto:cr cement.ecom@computershare.com.hk) or by post using the mailing label provided. If the Company does not receive the duly completed Reply Form or receive a response indicating any objection from you by 6 October 2023 you will be deemed to have consented to receiving all future Corporate Communications by electronic means only.**

If you elect the Electronic Communication Option and have specified your email address in the Reply Form, we will send you, on the day of issue, an email notification each time new Corporate Communications are posted on the Company’s website above-mentioned. In case you have not provided your email address, we will notify you by mail instead.

Please note that you may change your choice of means of receipt (whether by positive consent or by deemed consent) at any time, free of charge by giving reasonable prior notice, by completing and returning to the Company’s Share Registrar the Reply Form using any of the above-mentioned methods. A copy of the Reply Form will be sent to you together with future Corporate Communications or can be obtained from the Company’s Share Registrar.

Shareholders who have opted for the Electronic Communication Option and who for any reason have difficulty in receiving or gaining access to the relevant Corporate Communications will upon request in writing to the Company’s Share Registrar using any of the above-mentioned methods be promptly sent such Corporate Communications in printed form free of charge.

Should you have any queries relating to this letter, please call our Share Registrar’s investor services hotline at (852) 2862 8688 from 9:00 a.m. to 6:00 p.m., Monday to Friday (excluding public holidays).

Yours faithfully,

For and on behalf of

China Resources Cement Holdings Limited

JI Youhong

Chairman

Encl.

**Note:** Corporate Communications refer to any document issued or to be issued by the Company for information or action of holders of securities of the Company, including but not limited to annual report, summary financial report (where applicable), interim report, summary interim report (where applicable), notice of meeting, listing document, circular and proxy form.

敬啟者：

### 致新股東之函件－選擇收取公司通訊的方式

為支持環保，華潤水泥控股有限公司（「本公司」）建議閣下作為本公司股東可以選擇：(i)透過本公司網站[www.crcement.com](http://www.crcement.com)或香港交易所披露易網站[www.hkexnews.hk](http://www.hkexnews.hk)以電子方式瀏覽公司通訊<sup>註</sup>（「電子通訊選擇權」）；或(ii)收取公司通訊之印刷本。

現謹奉函向股東確定選擇收取公司通訊的方式。

**請閣下填妥隨附回條，並將已填妥之回條電郵至[cr cement.ecom@computershare.com.hk](mailto:cr cement.ecom@computershare.com.hk)或利用郵寄標籤寄回本公司股份過戶登記處香港中央證券登記有限公司。倘若本公司於二零二三年十月六日尚未收到閣下填妥的回條或任何表示反對的回覆，閣下將被視為已同意僅以電子方式收取所有日後之公司通訊。**

如閣下選擇電子通訊選擇權並已在回條內註明閣下之電郵地址，我們將會在每次有新的公司通訊在上述本公司網站刊發時，於該公司通訊發出當日以電郵方式通知閣下。倘閣下未有提供電郵地址，本公司將會以郵寄方式知會閣下。

請注意閣下可以給予合理時間的通知隨時透過填寫回條（該回條將連同日後的公司通訊一併寄予閣下，或可向本公司股份過戶登記處索取）更改已選擇的收取方式（不論是正面同意或是被視為同意的情况），費用全免。填妥的回條須透過上述任何一種方式交回本公司股份過戶登記處。

已選擇電子通訊選擇權的股東，如因任何理由以致收取或接收有關公司通訊上出現困難，只要透過上述任何一種方式向本公司股份過戶登記處提出書面要求，均可立即獲免費發送該公司通訊的印刷本。

倘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9時至下午6時致電本公司股份過戶登記處的投資者服務熱線(852) 2862 8688。

此致

列位股東 台照

二零二三年九月八日

附件

代表  
華潤水泥控股有限公司  
紀友紅  
主席  
謹啟

**註：** 公司通訊指由本公司發出或將予發出以供本公司證券持有人參照或採取行動的任何文件，其中包括但不限於年報、財務摘要報告（如適用）、中期報告、中期摘要報告（如適用）、會議通告、上市文件、通函及代表委任表格。



## REPLY FORM 回條



## 華潤水泥控股有限公司

### China Resources Cement Holdings Limited

(incorporated in the Cayman Islands with limited liability)  
(於開曼群島註冊成立之有限公司)  
(Stock Code 股份代號:1313)

Please complete, sign and return this Reply Form to the Share Registrar of China Resources Cement Holdings Limited (the "Company"), Computershare Hong Kong Investor Services Limited, by email at [crcement.com@computershare.com.hk](mailto:crcement.com@computershare.com.hk) or by post using the mailing label provided. 請填妥及簽署下列回條，並電郵至 [crcement.com@computershare.com.hk](mailto:crcement.com@computershare.com.hk) 或利用郵寄標籤寄回華潤水泥控股有限公司（「本公司」）股份過戶登記處香港中央證券登記有限公司。

I/We would like to receive all future Corporate Communications\* of the Company:  
關於本公司日後發佈的所有公司通訊\*，本人／吾等欲：  
(Please tick only one box)(只可選擇一項，請於以下適當的空格加上「✓」號)

- in printed form; or  
只收取印刷本；或
- by electronic means in lieu of printed form.  
以電子方式取代印刷本。

My/Our email address:

本人／吾等的電郵地址：

(Please ensure your email address is properly filled in for the purpose of receiving the notification of release of Corporate Communications)  
(請確保填上正確的電郵地址以作收取公司通訊發佈的通知之用)

Name(s) of Shareholder(s) in English (Please use **BLOCK LETTERS**)  
股東的英文名稱 (請以大楷書寫)

Name(s) of Shareholder(s) in Chinese  
股東的中文名稱

Registered Address of Shareholder(s)  
股東的登記地址

Contact Telephone Number  
聯絡電話

Signature(s):  
簽署：

Date:  
日期：

- Notes:
- The above instruction will apply to all Corporate Communications to be sent to you until you inform us otherwise.
  - If any shares are held in joint names, all joint holders OR the joint holder whose name stands first on the register of members of the Company should sign this form in order for it to be valid.
  - This Reply Form with no box ticked, with more than one box ticked, or otherwise incorrectly completed will be voided at the discretion of the Company.
  - Printed versions of all future Corporate Communications of the Company will be available on request in writing to the Share Registrar of the Company. Such Corporate Communications will also be available on the Company's website at [www.crcement.com](http://www.crcement.com) and the HKExnews website at [www.hkexnews.hk](http://www.hkexnews.hk).
  - If the Company does not receive this Reply Form or receive a response indicating any objection from you by 6 October 2023, you will be deemed to have consented to Website Version only. All future Corporate Communications will be sent out in the manner specified in the Company's letter dated 8 September 2023 and a notification of the publication of Corporate Communications will be sent to you by post when the relevant Corporate Communications are published on the Company's website.

\* Corporate Communications refer to any document issued or to be issued by the Company for information or action of holders of securities of the Company, including but not limited to annual report, summary financial report (where applicable), interim report, summary interim report (where applicable), notice of meeting, listing document, circular and proxy form.

- 註:
- 上述指示將適用於本公司將會發送給閣下的所有公司通訊文件，直至閣下另行通知為止。
  - 如任何股份以聯名方式持有，則所有聯名持有人或名列本公司股東名冊的首名聯名持有人須於本表格上簽署，方為有效。
  - 如未有在任何上述適當空格加上「✓」號，或在超過一個空格加上「✓」號，或在其他方面填寫不正確，本公司可酌情決定將本回條作廢。
  - 本公司日後所有公司通訊的印刷本，可透過書面通知向本公司股份過戶登記處索取。該等公司通訊文件亦登載於本公司網站 [www.crcement.com](http://www.crcement.com) 及香港交易所披露易網站 [www.hkexnews.hk](http://www.hkexnews.hk)。
  - 倘若公司於二零二三年十月六日仍未收到閣下的回條或表示反對的回覆，閣下將被視為已同意僅以網上版本方式收取公司通訊，而公司將按二零二三年九月八日之公司函件內所述之方式寄發所有日後公司通訊，及在公司通訊刊發於公司網站後向閣下以郵遞方式發送公司通訊的刊發通知。
- \* 公司通訊指由本公司發出或將予發出以供本公司證券持有人參照或採取行動的任何文件，其中包括但不限於年報、財務摘要報告(如適用)、中期報告、中期摘要報告(如適用)、會議通告、上市文件、通函及代表委任表格。

#### 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 Request Form to us.

No postage is necessary if posted in Hong Kong.

當閣下寄回本申請表格時，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。

#### Get in touch with us 與我們聯繫

Send us an enquiry 垂詢  
Rate our service 評價  
Lodge a complaint 投訴



Contact Us 聯繫我們

[www.computershare.com/hk/contact](http://www.computershare.com/hk/contact)