



交通銀行股份有限公司  
**Bank of Communications Co., Ltd.**

(於中華人民共和國註冊成立的股份有限公司)

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

(股份代號 Stock Code: 03328)

22 September 2023

Dear Shareholder,

**Election of Language and Means of Receipt of Corporate Communications**

Pursuant to Rule 2.07A(2A) of the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited and in compliance with the articles of association of Bank of Communications Co., Ltd. (the "Bank"), the Bank will make available the following options for you to elect for receipt of future corporate communications ("Corporate Communications") of the Bank.

The Corporate Communications includes any document(s) to be issued by the Bank for your information or action, including but not limited to (a) the annual report; (b) any interim report; (c) a notice of meeting; (d) a listing document; (e) a circular; (f) a proxy form; and (g) a reply slip. You may choose:

- (1) to read the future Corporate Communications published on the Bank's website at [www.bankcomm.com](http://www.bankcomm.com) ("Website Version") in place of receiving printed copies, and receive a notification of the publication of the Corporate Communications on the Bank's website; or
- (2) to receive a printed English version only; or
- (3) to receive a printed Chinese version only; or
- (4) to receive both the printed English and Chinese versions of all future Corporate Communications of the Bank.

In support of environmental protection and for the purpose of saving printing and mailing costs, the Bank recommends you to elect the Website Version. To make your election, please mark (X) in the appropriate box on the enclosed reply form (the "Reply Form") and sign and return it by post or hand delivery to the Bank c/o its H share registrar (the "H Share Registrar"), Computershare Hong Kong Investor Services Limited, at 17M Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong. If you post the Reply Form in Hong Kong, you may use the mailing label in Reply Form and need not to affix a stamp when returning your Reply Form. Otherwise, please affix an appropriate stamp.

**If the Bank does not receive the enclosed Reply Form or receive a response indicating your objection by 20 October 2023 and until you inform the Bank c/o the H Share Registrar by reasonable notice in writing according to the relevant laws and regulations, you will be deemed to have consented to read the Website Version in place of receiving printed copies, and only a printed notification letter of the publication of the Corporate Communications on the Bank's website will be sent to you.**

You have the right at any time by reasonable notice in writing to the Bank c/o the H Share Registrar to change the choice of language and means of receipt of the Corporate Communications. You may also send such notice by email to [bankcomm.ecom@computershare.com.hk](mailto:bankcomm.ecom@computershare.com.hk). Even if you have chosen (or are deemed to have consented) to receive all future Corporate Communications using electronic means but for any reason have difficulty in receiving or gaining access to the Corporate Communications, the Bank will promptly upon your request send the Corporate Communication to you in printed form free of charge.

Please note that (a) printed copies of the English and Chinese versions of the Corporate Communication will be available from the Bank or the H Share Registrar on request; and (b) the same will also be available on the Bank's website at [www.bankcomm.com](http://www.bankcomm.com) under "Investor Relations" and the HKEXnews website at [www.hkexnews.com.hk](http://www.hkexnews.com.hk).

Should you have any queries in relation to this letter, please call the telephone hotline of the Bank's H share registrar at (852) 2862 8688 during business hours from 9:00 a.m. to 6:00 p.m. from Monday to Friday, excluding public holidays.

Yours faithfully  
For and on behalf of  
**Bank of Communications Co., Ltd.**  
**He Zhaobin**  
Company Secretary