

(Incorporated in Hong Kong with limited liability) Stock Codes: 16 (HKD counter) and 80016 (RMB counter)

Dear New Registered Shareholder,

Election of Language and Means of Receipt of Corporate Communications

We are pleased to enclose the English and Chinese versions of (i) the 2022/23 Annual Report; (ii) the Circular in relation to the proposals for general mandates to buy back shares and to issue shares and re-election of Directors and the notice of annual general meeting; and (iii) the Proxy Form for 2023 annual general meeting of the Company.

Please note that the 2023 annual general meeting of the Company will be held at 53rd Floor (as the principal meeting venue) and 4th Floor (as the additional meeting venue), Sun Hung Kai Centre, 30 Harbour Road, Hong Kong on Thursday, 2 November 2023 at 12:00 noon.

Pursuant to the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited and the articles of association of the Company, the Company would like to ascertain your preference as to whether to receive future Corporate Communications^(Note) (i) by electronic means through the Company's website at <u>www.shkp.com</u>; or (ii) in printed form (in English only or in Chinese only or in both languages). In support of environmental protection and for the purpose of saving printing and mailing costs, the Company recommends you to elect electronic means for receiving future Corporate Communications.

If you choose to receive the Corporate Communications by electronic means through the Company's website, the Company will notify you of the publication of the relevant Corporate Communications on the Company's website. The notification will be sent to you by email (if you have provided an email address) or by post (if you have not provided an email address) at your address as appearing in the register of members of the Company (the **"Register"**) maintained by Computershare Hong Kong Investor Services Limited (**"Computershare"**, the Share Registrar of the Company) at 17M Floor, Hopewell Centre, 183 Queen's Road East, Wan Chai, Hong Kong.

If you choose to receive the Corporate Communications in printed form, the Company will send you printed copies of the Corporate Communications in the language(s) you have expressly chosen to receive.

To make your election, please complete the enclosed change request form (the **"Change Request Form"**) and return it to the Company c/o Computershare **within one month from the date of this letter**. If you post your Change Request Form in Hong Kong, you may use the pre-paid mailing label in the Change Request Form and need not affix a stamp to the envelope when returning the Change Request Form. Otherwise, please affix an appropriate stamp. The Change Request Form may also be downloaded from the Company's website at <u>www.shkp.com</u> or the website of Hong Kong Exchanges and Clearing Limited (**"HKEX"**) at <u>www.hkexnews.hk</u>.

If the Company does not receive a duly completed and signed Change Request Form from you, or does not receive a response indicating the objection from you, within one month from the date of this letter and until you inform the Company c/o Computershare otherwise by reasonable notice (of not less than 7 days) in writing or by email (at <u>shkp@computershare.com.hk</u>), you will be deemed to have consented to receiving all future Corporate Communications by electronic means through the Company's website in lieu of in printed form. A notification of publication of the Corporate Communications on the Company's website will be sent to you by post at your address as appearing in the Register.

You are entitled at any time by reasonable notice (of not less than 7 days) to the Company c/o Computershare in writing (at the address stated above) or by email (at <u>shkp@computershare.com.hk</u>) to change your choice of the language and/or means of receipt of the Corporate Communications. Even if you have chosen (or are deemed to have consented) to receive all future Corporate Communications by electronic means but for any reason have difficulty in receiving or gaining access to the Corporate Communications, or wish to receive printed copies, the Company will promptly upon your written request send the Corporate Communications to you in printed form free of charge.

The Sustainability Report 2022/23 (the "**Sustainability Report**") is published in electronic form only and is available on the Company's website at <u>www.shkp.com</u> and the HKEX's website at <u>www.hkexnews.hk</u>. You may access the Sustainability Report (i) by clicking the "Sustainable Development" section in the menu on the home page of the Company's website, then selecting "Sustainability Reports"; or (ii) by browsing through the HKEX's website. If you wish to receive a printed copy of the Sustainability Report, please make your written request to the Company c/o Computershare by post at the above address or by email at <u>shkp@computershare.com.hk</u>.

Please note that (i) printed copies of the Corporate Communications in both English and Chinese are available from the Company or Computershare upon request; and (ii) both language versions of the Corporate Communications are also available on the Company's website at <u>www.shkp.com</u> for five years from the date of first publication and on the HKEX's website at <u>www.hkexnews.hk</u>.

Should you have any queries relating to this letter, please call the Company's hotline at (852) 2828 8648 from 9:00 a.m. to 6:00 p.m., Monday to Friday, excluding public holidays.

Yours faithfully, YUNG Sheung-tat, Sandy Company Secretary

This letter is made in English and Chinese. In case of any inconsistency, the English version shall prevail.

Note: Corporate Communications mean any documents issued or to be issued by the Company for the information or action of holders of any of its securities, which include but are not limited to (a) the directors' report and annual financial statements together with the independent auditor's report; (b) the interim report; (c) a notice of meeting; (d) a listing document; (e) a circular; and (f) a proxy form.

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Change Request Form 更改表格

То:	Sun Hung Kai Properties Limited Stock Codes: 16 (HKD counter) an c/o Computershare Hong Kong Inve 17M Floor, Hopewell Centre, 183 Q Wan Chai, Hong Kong	d 80016 (RMB counter) estor Services Limited ("Comp		新鴻基地產發展有限公司(「本公司」) <i>股份代號: 16 (港幣櫃台)及 80016 (人民幣櫃台</i> 經香港中央證券登記有限公司(「中央證券」) 香港灣仔皇后大道東一八三號 合和中心十七 M 樓)
本人 (Please	email address below when each	所有公司通訊的方式如下 g boxes) e Company's website at <u>www</u> Corporate Communication is <u>om</u> 以 電子方式 收取公司 記:或 ters in English. The email address will be	: <u>.shkp.com</u> (instead made available on 通訊以代替印刷z	d of in printed form) with an email notification to n n the Company's website; or 本,並在每次公司通訊刊登於本公司網站時收	
	(If no email address is pro	vided, a notification letter of the publicati 本公司將把有關公司通訊在本公司編		nunications on the Company's website will be sent to you by post.) \overline{sF} [\overline{BT} \sim)	
in printed form in English only; or 僅收取英文印刷本;或 in printed form in Chinese only; or 僅收取中文印刷本;或 in printed form in both English and Chinese. 同時收取英文及中文印刷本。					
	[ame(s) of Shareholder(s) [#]			Contact telephone number	
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Signature(s) Date 簽名 日期					
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 Corp limit docu 公司 (b)年 If you to be 如屬 	orate Communications mean any document: ed to (a) the directors' report and annual j ment; (e) a circular; and (f) a proxy form. "如訊指本公司向其證券持有人發出或號 "期報告; (c)會議通告; (d)上市文件; (e) ur shares are held in joint names, the shareho valid. 聯名股東,則本表格須由該名於本公司股;	financial statements together with th 行子發出以供參照或採取行動的任 通師;及(f)代表委任表格。 Ider whose name stands first on the re 東名冊上就聯名持有股份其姓名位列。	he independent auditor E何文件,包括但不限 egister of members of the 別首位的股東簽署,方2	n or action of holders of any of its securities, which include bui r's report; (b) the interim report; (c) a notice of meeting; (d) 限於: (a) 董事局報告書及年度財務報表連同獨立核數師執 the Company in respect of the joint holding should sign on this form 「為有效。 Dutershare at 17M Floor, Hopewell Centre, 183 Queen's Road East, Wanci ice of language and/or means of receipt of Corporate Communica 太道東一八三號合和中心十七M 機或電郵至 shkp@computershare	a listing 召告書; in order
		PERSONAL INFORMATION COLI			
(111) Your may l 本公 (iv) You l	be necessary for verification and record purposes. 司可就任何所說明的用途,將 閣下的個人資料 nave the right to request access to and/or correction	the Company to its subsidiaries, the Shar 斜披露或轉移給本公司的附屬公司、股 n of your Personal Data in accordance wit	e Registrar, and/or other co 份過戶登記處、及/或其他 h the provisions of the PD	ter 486 of the Laws of Hong Kong ("PDPO"). (的涵義。 pany may not be able to process your instructions. companies or bodies for any of the stated purposes, and retained for such 他公司或團體,並將在適當期間保留該等個人資料作核實及紀錄用遊 DPO. Any such request should be in writing and sent to the Personal Dar 個人資料私隱主任,或電郵至 <u>PrivacyOfficer@computershare.com.hk</u>	a Privacy
This form is	s made in English and Chinese. In case of any inco	nsistency, the English version shall prevai	1.		
本表格以多	英文及中文發出,中英文版本内容如有任何不相	1符,概以英文版本為準。			
閣下寄回此更改表格時,請將郵寄標籤剪貼於信封上。				郵寄標籤 MAILING LABEL	7
如在本港投資性須貼上郵票。 Please cut the mailing label and stick this on the envelope to return this change request form to us. No postage stamp necessary if posted in Hong Kong.			Compu	香港中央證券登記有限公司 putershare Hong Kong Investor Services Limited 簡便回郵號碼 Freepost No. 37 香港 Hong Kong	