



NOTIFICATION LETTER 通知信函

28 March 2024

Dear Shareholder,

Hang Seng Bank Limited (the "Bank")

- (1) Notice of publication of Annual Report 2023 and Circular together with Notice and Form of Proxy of Annual General Meeting (collectively "Current Corporate Communications") and Environmental, Social and Governance Report 2023; and (2) Election of Means of Receipt of Corporate Communications*

The Bank's Annual General Meeting will be held at Hang Seng Bank Headquarters, 83 Des Voeux Road Central, Hong Kong on Wednesday, 8 May 2024 at 3:30 p.m. The English and Chinese versions of the Bank's Current Corporate Communications are available on the Bank's website at www.hangseng.com and the website of Hong Kong Exchanges and Clearing Limited ("HKEx") at www.hkexnews.hk. You may access the Current Corporate Communications by clicking "Investor Relations" under "About Hang Seng" on the home page of the Bank's website, then selecting the name of the relevant document under "Financial Information", or "Circulars to Shareholders", or "Notices of General Meetings of Shareholders", or "Forms of Proxy", or by browsing through the HKEx's website.

The Bank offers our shareholders to receive the Corporate Communications (a) by electronic means through the Bank's website ("Electronic Version") or (b) in printed form, in English and/or Chinese version(s). To support HKEx's paperless initiatives and the Bank's commitment to sustainability, shareholders are encouraged to elect the Electronic Version in the place of receiving printed copies, and to receive notification of the publication of the Corporate Communications on the Bank's website through email or, if none provided, by post. To make your choice, please complete the reply form on the reverse side and send it to the Bank c/o the Bank's Registrar (the "Registrar"), Computershare Hong Kong Investor Services Limited (i) by post, using the mailing label as indicated in the reply form, or (ii) by email to hangseng@computershare.com.hk. **If the Bank does not receive your completed reply form or your objection by 29 April 2024 and until you inform the Bank c/o the Bank's Registrar, you will be deemed to have consented to receiving all future Electronic Version.** Even if you have chosen (or are deemed to have consented to) the Electronic Version but for any reason have difficulty in receiving or gaining access to the Corporate Communications through the Bank's website, the Bank will promptly, upon your request, send the Corporate Communications to you in printed form free of charge.

The Bank's Environmental, Social and Governance Report 2023 is published in electronic form only on the Bank's website and the HKEx's website. You may access the Report by clicking "Environmental, Social and Governance - Report" under "About Hang Seng" on the home page of the Bank's website, or on the HKEx's website.

Should you have any queries relating to any of the above matters, please call the Bank's hotline at (852) 2198 7887 from 9:00 a.m. to 5:00 p.m. from Monday to Friday, excluding public holidays.

Yours faithfully,

Cheung Ka Ki

Company Secretary and Head of Corporate Governance

* Corporate Communications include but are not limited to (a) the directors' report and annual accounts together with a copy of the auditor's report and, where applicable, a summary financial report; (b) the interim report and, where applicable, a summary interim report; (c) a notice of meeting; (d) a listing document; (e) a circular; and (f) a form of proxy. Actionable Corporate Communications refer to any corporate communications that seek instructions from shareholders on how they wish to exercise their rights or make an election as the Bank's shareholders.

各位股東：

恒生銀行有限公司（「本行」）

- (1) 2023 年年報及致股東通函（連同股東周年常會通告及投票委託書）（「統稱「是次公司通訊」）以及環境、社會及管治報告 2023 之發佈通知；及(2)選擇收取公司通訊*之方式

本行將於 2024 年 5 月 8 日（星期三）下午 3 時 30 分在香港德輔道中 83 號恒生銀行總行召開股東周年常會。本行是次公司通訊之中、英文版本，已上載於本行網站 www.hangseng.com 及香港交易及結算所有限公司（「香港交易所」）網站 www.hkexnews.hk。閣下可於本行網站主頁「恒生簡介」項下，選按「投資者關係」，再在「財務資訊」，或「股東通函」，或「股東大會通告」，或「投票委託書」項下，選擇有關文件之名稱，或透過香港交易所網站瀏覽有關文件。

本行提供以下收取公司通訊的方式予股東選擇：(a)以電子方式透過本行網站收取公司通訊（「電子版本」）；或(b)收取公司通訊的英文及／或中文印刷本。為配合香港交易所推動無紙化及體現本行對可持續發展的承諾，本行期望各股東選擇收取電子版本，以代替收取印刷本，並透過電郵或（如未有提供電郵地址）郵寄方式收取有關公司通訊已在本行網站發佈之通知。請閣下填妥本函背面之回條，並(i)以郵寄方式（按回條上之指示使用郵寄標籤）或(ii)以電郵方式（發送至 hangseng@computershare.com.hk）交回本行之股份登記處香港中央證券登記有限公司（「股份登記處」）。倘若本行於 2024 年 4 月 29 日尚未收到閣下填妥之回條或提出反對，閣下將被視為已同意選擇收取日後所有電子版本，直至閣下透過股份登記處向本行發出通知為止。即使閣下已選擇（或被視為已同意選擇）收取電子版本，但因任何理由以致於本行網站收取或瀏覽公司通訊時出現困難，本行會應閣下之要求，盡快向閣下免費寄發公司通訊之印刷本。

本行環境、社會及管治報告 2023 僅以電子形式上載於本行網站及香港交易所網站。閣下如欲查閱該報告，可於本行網站主頁「恒生簡介」項下選按「環境、社會及管治 - 報告」，亦可瀏覽香港交易所網站。

如閣下對本函內容有任何疑問，請於星期一至星期五（公眾假期除外）上午 9 時至下午 5 時，致電本行電話熱線(852) 2198 7887 查詢。

公司秘書及企業管治主管

張嘉琪 謹啟

2024 年 3 月 28 日

* 公司通訊包括但不限於：(a)董事會報告書及年度賬目，連同核數師報告書副本及（倘適用）財務報告摘要；(b)中期報告及（倘適用）中期報告摘要；(c)會議通告；(d)上市文件；(e)通函；及(f)投票委託書。可供採取行動的公司通訊指任何涉及及要求股東指示其擬如何行使其有關股東的權利或作出選擇的公司通訊。

恒生銀行有限公司

Hang Seng Bank Limited

於香港註冊成立之有限公司

Incorporated in Hong Kong with limited liability

