

STANDARD CHARTERED PLC

(Incorporated as a public limited company in England and Wales with limited liability) (Hong Kong Stock Code: 2888)

Dear registered shareholder(s),

8 April 2024

Arrangement of Electronic Dissemination of Corporate Communications

Pursuant to Rule 2.07A and 2.07B of the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited (the "Listing Rules") under the expansion of paperless listing regime and electronic dissemination of corporate communications that came into effect on 31 December 2023, Articles of Association of Standard Chartered PLC (the "Company") and the Companies Acts 2006 of the United Kingdom, the Company is writing to inform you that the Company has adopted electronic dissemination of corporate communications (the "Corporate Communications"), which mean any documents issued or to be issued by the Company for the information or action of holders of any of its securities, including but not limited to (a) Annual Report and accounts; (b) Interim Report; (c) Notice of a shareholder meeting; (d) Listing documents and (e) circulars.

Please note that both the English and Chinese versions of all future Corporate Communications will be available electronically on the website of the Company at <u>www.sc.com/hk/investor-relations/</u> and the HKEXnews website at <u>www.hkexnews.hk</u> in place of printed copies.

Solicitation of electronic contact details

To ensure timely receipt of the latest Corporate Communications and Actionable Corporate Communications^{*}, the Company recommends you to provide your email address by completing, signing and returning the enclosed "Your Communications - Your Choice" Form (the "Form") to the Company's Hong Kong share registrar (the "Share Registrar"), Computershare Hong Kong Investor Services Limited, at 17M Floor, Hopewell Centre, 183 Queen's Road East, Wan Chai, Hong Kong.

If the Company does not receive the duly completed and signed Form or any response in writing indicating any objection from you within 28 days from the date of this notification letter, and until you inform the Share Registrar, you are deemed to have consented to receive the website version of all future Corporate Communications (the "Website Version"), and a notification of the publication of the Corporate Communications on the Company's website will be sent to you in the future.

If you elect to receive the Website Version of future Corporate Communications, you are requested to provide an email address in the Form for the purpose of receiving (i) email notifications for the publication of the relevant Corporate Communications on the website of the Company as and when Corporate Communications are published on the website of the Company and (ii) all future Actionable Corporate Communications^{*} in electronic form from the Company.

If no valid and functional email address is provided by you or if you are otherwise deemed to have consented to receive the Website Version of future Corporate Communications, the Company will send to you by post at your address as appearing in the Company's Hong Kong Overseas Branch Register maintained by the Share Registrar, (i) a notification letter for the publication of Corporate Communications on the website of the Company and (ii) all future Actionable Corporate Communications in printed form, until such time when you have provided a valid and a functional email address to the Share Registrar for receiving the same.

If you want to receive the Corporate Communications in printed form, please complete the Form and send it to the Share Registrar or contact the Share Register at http://computershare.com/hk/contact specifying your name, address and request to receive the Corporate Communications in printed form. Please note that such instruction shall be valid for one year starting from the receipt date of your instruction, or until the instructions have been revoked or superseded(whichever is earlier).

Should you have any queries relating to this letter, please contact the Share Registrar at (852) 2862 8555 during business hours from 9:00 a.m. to 6:00 p.m. (Hong Kong time), Mondays to Fridays, excluding Hong Kong public holidays.

Yours sincerely,

Adrian de Souza Group Company Secretary

* Actionable Corporate Communication(s) is any corporate communication that seeks instructions from Company's securities holders on how they wish to exercise their rights or make an election as the Company's securities holder.

Standard Chartered PLC Principal Place of Business in Hong Kong 32nd Floor, 4–4A Des Voeux Road Central, Hong Kong Registered Office: 1 Basinghall Avenue, London EC2V 5DD Registered in England and Wales number 966425



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Signature (1)

Signature (2)

Signature (3)

Signature (4)

All Correspondence to: Computershare Hong Kong Investor Services Limited 17M Floor, Hopewell Centre 183 Queen's Road East, Wan Chai, Hong Kong

Shareholder Reference Number

Your Communications – Your Choice

To apply this same form as One Time notification reply form to be sent to all New and Existing Shareholders. Thank you for investing in Standard Chartered PLC ("the Company"). Please log onto our website sc.com/en/investors/shareholder information for more information about the Company, to find share price information, and to access the shareholder pages including the latest copy of our annual and half year reports. Shareholder Documentation

To assist us with our commitment to the environment and our focus on cost control, we encourage you to manage your shareholding online at www.computershare.com/hk/investors. Before using this facility you will need to contact the Company's branch registrar at 2862 8555 in advance before registering with the Investor Centre. You will not automatically receive a hard copy of the annual report, half year report, or other shareholder documentation, you will instead be sent a notification that the documentation is available to view on the Company's website. This initiative is about shareholder choice and if you would like to receive hard copy documentation please complete the form below.

Dividend

You may also find it convenient to have your Hong Kong dollar cash dividends paid direct to your bank account. If so please complete the cash mandate form below. We offer the option of US Dollars or sterling which can be elected online via www.computershare.com/hk/investors.

Commitment to change simple things in our everyday lives cumulatively makes a significant contribution to environmental protection; your support is very much appreciated and will help make a difference

Please use a <u>black pen</u>. Print in CAPITAL letters inside the boxes as shown in this example.

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Adrian de Souza

Group Company Secretary Receive email notifications when your shareholder communications are available online

By providing your e-mail address you will not receive paper copies of annual reports or any other shareholder communications that are available electronically. Instead you will receive emails advising you when and how to access documents online.

Please submit your e-mail address by visiting our Investor Centre website: www.computershare.com/hk/investors

Alternatively enter your e-mail address below and send this form in the enclosed reply paid envelope E-mail Address

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Or, Receive a printed version of all your communications To receive an English printed version of the annual report and other shareholder communications please cross the box opposite and send this letter back to us in the enclosed reply paid envelope.																			

To receive a Chinese printed version of the annual report and other shareholder communications please cross the box opposite and send this letter back to us in the enclosed reply paid envelope.

If you take no action

e do not receive a response within 28 days, shareholder communications will be supplied to you online. Information on accessing your shareholder communications will be sent to you in the post.

Complete this section if you want future dividends payments made directly to a bank

DIVIDEND MANDATE Please Sign In the case of joint holders ALL must sign. This dividend instruction is applicable to Hong Kong dollar dividends only. Payment in accordance with these instructions will discharge the Company and registrar from any further liability.

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Branch / Address Account No Computershare Hong Kong Investor Services Limited cannot accept responsibility in the event that the Account Number quoted by you is incorrect. If you do not complete this section or the form is incomplete, unsigned or invalid in any other way, you will continue to receive payments by cheque. Neither the Company nor the registrar will be responsible for delays in crediting payments to your nominated account as a result of transaction procedures or errors by any financial institution.

You must sign this form as follows in the spaces provided.

Joint Holding: The signatures of all joint holders, executors or administrators are required.

Joint Holding: The signatures of all joint holders, executors of administrators are required. Power of Attorney: To sign under Power of Attorney, you must have already lodged an original or certified copy of the Power of Attorney with the registrar. If you have not previously lodged this document for notation, please attach it to this form when you return it. Please note that Computershare Hong Kong Investor Services Limited requires a photocopy Power of Attorney to be certified under the Powers of Attorney Ordinance (Cap.31). It must be certified in ink on every page by the donor, or by a solicitor or stockbroker, to state that it is a true and complete copy of the original. Computershare Hong Kong Investor Services Limited cannot accept a photocopy that has not been certified in ink on every page.

Companies: In the case of a corporation this form should be signed by two authorised signatories (e.g. director and company secretary) stating their capacity. Alternatively, this form can be signed by a director in the presence of a witness who attests the signature or under its common seal.

Note: This form is issued only to the addressee(s) and is specific to the class of security and the unique designated account printed hereon. This personalised form is not transferable between different (i) account holders; (ii) classes of security; or (iii) uniquely designated accounts. The Company and registrar accept no liability for any instruction that does not comply with these conditions.

Access your shareholdings online

Investor Centre is our free, secure self service vice website, where you can communicate and transact ele Please provide us with your email address securely online electronically with us regarding your holding. - r View your payment and tax information Make dividend elections View your Make proxy elections for general meetings share balance D at time of dividend

For information on all the services available, visit www.computershare.com/hk/investors today. It's the fast and simple way to manage your shareholdings

The privacy and security of your personal data is taken very seriously and at all times the share issuer and registrar will comply with the prevailing laws and regulations governing confidentiality, data protection and security of information. For more information on how your personal data is processed and your privacy rights, a privacy notice is available on the share issuer's website sc.com/hk/privacy-policy-statement.

For more information on how your personal data is processed and your privacy rights, you should check with the share issuer