



JD Logistics, Inc.  
京东物流股份有限公司

(A company incorporated in the Cayman Islands with limited liability)  
(於開曼群島註冊成立的有限公司)

(Stock Code: 2618)

(股份代號: 2618)

NOTIFICATION LETTER 通知信函

Dear Shareholder(s),

April 26, 2024

**JD Logistics, Inc. (the "Company")  
– Notice of Publication of the 2023 Annual Report, Annual General Meeting Circular and Form of Proxy (collectively the "Current Corporate Communications") and the  
Environmental, Social and Governance Report for Year 2023 (the "ESG Report")**

The English and Chinese versions of the Current Corporate Communications are available on the Company's website at <https://ir.jdl.com> and the HKEXnews website at <https://www.hkexnews.hk>. If you have elected to receive Corporate Communications<sup>(Note)</sup> in printed form, the printed form (or forms) of the Current Corporate Communications are enclosed.

You may at any time choose to receive free of charge any future Corporate Communications<sup>(Note)</sup> in printed form, and either in English language version only, Chinese language version only or both language versions, notwithstanding any wish to the contrary you have previously conveyed to the Company. If you would like to receive future Corporate Communications from the Company in printed form instead of via accessing it in electronic form on the aforementioned websites, please complete the Change Request Form on the reverse side of this letter and sign and return it by post to the Company's Hong Kong share registrar (the "Hong Kong Share Registrar"), Computershare Hong Kong Investor Services Limited, at 17M Floor, Hopewell Centre, 183 Queen's Road East, Wan Chai, Hong Kong. If you post your reply in Hong Kong, you may use the mailing label in the Change Request Form and need not affix a stamp on the envelope when returning your Change Request Form. Otherwise, please affix an appropriate stamp. You may also send an email with a scanned copy of the Change Request Form to [JDLogistics@computershare.com.hk](mailto:JDLogistics@computershare.com.hk). The Change Request Form may also be downloaded from the Company's website at <https://ir.jdl.com> or the HKEXnews website at <https://www.hkexnews.hk>.

If you have elected (or are deemed to have elected) to receive Corporate Communications in electronic form and for any reason have difficulty in accessing the Corporate Communications on the aforementioned websites, the Company will upon request send the Current Corporate Communications to you in printed form free of charge.

The English and Chinese versions of the ESG report are published in electronic form only on the aforementioned websites.

If you have difficulty in accessing the ESG report posted on the aforementioned websites and you wish to request printed version(s) of the ESG report, please send a letter stating your request with signature by mail to the Company's Hong Kong Share Registrar. The address of the Hong Kong Share Registrar is 17M Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong.

You may at any time by reasonable notice in writing to the Hong Kong Share Registrar (at the above address or by email to [JDLogistics@computershare.com.hk](mailto:JDLogistics@computershare.com.hk)) elect to receive future Corporate Communications from the Company in printed form.

Should you have any questions in relation to this letter, please call the telephone hotline of the Hong Kong Share Registrar at (852) 2862 8688 during business hours from 9:00 a.m. to 6:00 p.m., Monday to Friday, excluding Hong Kong public holidays.

By order of the Board  
JD Logistics, Inc.  
Mr. Wei Hu  
Executive Director

*Note: Corporate Communications includes but not limited to: (a) the directors' report, its annual financial statements together with a copy of the auditor's report and, where applicable, its summary financial report; (b) the interim report and, where applicable, its summary interim report; (c) a notice of meeting; (d) a listing document; (e) a circular; and (f) a proxy form.*

各位股東：

**京东物流股份有限公司（「本公司」）  
– 2023 年年報、股東週年大會通函及代表委任表格（統稱「本次公司通訊」）及 2023 年度環境、社會及治理報告（「ESG 報告」）之發佈通知**

本次公司通訊英文及中文版及 ESG 報告已上載於本公司網站 <https://ir.jdl.com> 及香港交易所披露易網址 <https://www.hkexnews.hk>。倘閣下已選擇收取公司通訊<sup>(附註)</sup>之印刷本，本次公司通訊隨本函附上。

儘管閣下早前曾向本公司作出就任何日後公司通訊<sup>(附註)</sup>收取方式或語言版本的選擇，但仍可以隨時更改有關選擇，轉為以印刷本或網上方式收取及只收取英文印刷本、或只收取中文印刷本；或同時收取中、英文印刷本，費用全免。如閣下欲收取本公司日後公司通訊之印刷本，以取代於上述網站登載的電子本（或收取於本公司網站登載的公司通訊電子本，以取代印刷本），請閣下填妥並簽署在本函背面的變更申請表，並把變更申請表寄回或親手交回本公司之香港股份過戶登記處（「香港股份過戶登記處」），香港中央證券登記有限公司，地址為香港灣仔皇后大道東 183 號合和中心 17M 樓。倘若閣下在香港投寄，可使用變更申請表內的郵寄標籤寄回，而毋須在信封上貼上郵票；否則，請貼上適當的郵票。閣下亦可把已填妥之變更申請表的掃描副本電郵至 [JDLogistics@computershare.com.hk](mailto:JDLogistics@computershare.com.hk)。變更申請表可於本公司網站 <https://ir.jdl.com> 或香港交易所披露易網址 <https://www.hkexnews.hk> 內下載。

如閣下已選擇（或被視為已選擇）收取於上述網站登載的本次公司通訊電子本，惟因故出現於上述網站查閱公司通訊的困難，只要閣下提出要求，本公司將儘快寄上所要求的本次公司通訊的印刷本，費用全免。

ESG 報告中、英文版本僅以電子形式上載於上述網站，歡迎瀏覽。

倘閣下因故出現於上述網站查閱 ESG 報告的困難及欲要求索取 ESG 報告之印刷本，請寄回已簽署書面要求至香港股份過戶登記處，地址為香港灣仔皇后大道東 183 號合和中心 17M 樓。

閣下可以隨時透過香港股份過戶登記處發出合理書面通知至上址或透過電郵至 [JDLogistics@computershare.com.hk](mailto:JDLogistics@computershare.com.hk) 通知香港股份過戶登記處，選擇收取本公司日後公司通訊之印刷本，以取代於本公司網站登載的電子本（或收取於本公司網站登載的公司通訊電子本，以取代印刷本）。

閣下如有任何與本函內容有關的疑問，請致電香港股份過戶登記處電話熱線 (852) 2862 8688，辦公時間為星期一至星期五（香港公眾假期除外）上午九時正至下午六時正。

承董事會命  
京东物流股份有限公司  
胡偉先生  
執行董事

2024 年 4 月 26 日

附註：公司通訊文件包括但不限於：(a) 董事會報告、其年度財務報表連同核數師報告副本及（如適用）其財務摘要報告；(b) 中期報告及（如適用）其中期摘要報告；(c) 會議通告；(d) 上市文件；(e) 通函；及 (f) 代表委任表格。



Name(s) and address of Shareholder(s):  
股東之姓名及地址:

## Change Request Form 變更申請表

To: **JD Logistics, Inc. (the "Company")**  
(Stock Code: 2618)  
c/o Computershare Hong Kong Investor Services Limited  
17M Floor, Hopewell Centre, 183 Queen's Road East,  
Wan Chai, Hong Kong

致: 京東物流股份有限公司(「本公司」)  
(股份代號: 2618)  
經香港中央證券登記有限公司  
香港灣仔皇后大道東 183 號  
合和中心 17M 樓

I/We would like to receive all future **Corporate Communications\*** of the Company ("Corporate Communications") in the manner as indicated below:  
本人/我們希望以下列方式收取 貴公司之所有日後的公司通訊\* (「公司通訊」):

(Please mark **ONLY ONE (x)** of the following boxes)

(請僅在下列其中一個空格內劃上 (X) 號)

- to access all future Corporate Communications (which are available in both English and Chinese) through the Company's website ("Website Version") instead of receiving printed versions, and receive a **notification letter** of the posting of the Corporate Communications on the Company's website by post; **OR**  
瀏覽所有日後在本公司網站登載之公司通訊 (英文版本及中文版本)(「網上版本」), 代替收取印刷本, 並以郵寄方式收取公司通訊已在公司網站登載之**通知信函**; 或
- to receive the **printed English version** of all future Corporate Communications by post **ONLY**; **OR**  
僅以郵寄方式收取所有日後的公司通訊之**英文印刷本**; 或
- to receive the **printed Chinese version** of all future Corporate Communications by post **ONLY**; **OR**  
僅以郵寄方式收取所有日後的公司通訊之**中文印刷本**; 或
- to receive both **printed English and Chinese versions** of all future Corporate Communications by post.  
以郵寄方式同時收取所有日後的公司通訊之**英文及中文印刷本**。

Name(s) of Shareholder(s)  
股東姓名

Contact telephone number  
聯絡電話號碼

(Please use **ENGLISH BLOCK LETTERS** 請用英文正楷填寫)

Signature  
簽名

Date  
日期

You are required to fill in the details if you download this Request Form from the Company's website or the HKEXnews website.  
假如 閣下從本公司網站或香港交易所披露易網站下載本申請表, 請務必填上有關資料。

### Notes 附註:

- Please complete all your details clearly. Any form with more than one box marked (X), with no box marked (X), with no signature or otherwise incorrectly completed will be void.  
請 閣下清楚填寫所有資料。如在本表格作出超過一項選擇、或未有作出選擇、或未有簽署、或在其他方面填寫不正確, 則本表格將會作廢。
- By electing to receive the Website Version of Corporate Communications instead of receiving them in printed form, you have expressly agreed that they may be sent or supplied to you by being made available on the Company's website and have expressly waived the right to receive them in printed form.  
透過選擇收取公司通訊之網上版本以代替收取印刷本後, 閣下已明示同意公司通訊可透過本公司網站發送或提供給 閣下, 並明確放棄收取公司通訊印刷本的權利。
- If your shares are held in joint names, the shareholder whose name appears first on the register of members of the Company in respect of the joint holding should sign on this Request Form in order to be valid.  
如屬聯名股東, 則本申請表須由該名於本公司股東名冊上就聯名持有股份其姓名排名首位的股東簽署, 方為有效。
- The above instruction will apply to all future Corporate Communications to be sent to you until you otherwise notify Computershare Hong Kong Investor Service Limited, the Company's Hong Kong share registrar (the "Hong Kong Share Registrar"), by reasonable notice in writing at 17M Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong or by email at [JDLogistics@computershare.com.hk](mailto:JDLogistics@computershare.com.hk).  
上述指示適用於所有日後寄發予閣下之公司通訊, 直至 閣下於合理時間內以書面通知或以電郵方式到 [JDLogistics@computershare.com.hk](mailto:JDLogistics@computershare.com.hk) 予本公司之香港股份過戶登記處(「香港股份過戶登記處」), 香港中央證券登記有限公司, 地址為香港灣仔皇后大道東183號合和中心17M樓另作選擇為止。
- Shareholders are entitled to change the choice of means of receipt and language of the Corporate Communications at any time by reasonable notice in writing or by email at [JDLogistics@computershare.com.hk](mailto:JDLogistics@computershare.com.hk) to the Hong Kong Share Registrar.  
股東有權隨時發出合理時間的書面通知或以電郵方式到 [JDLogistics@computershare.com.hk](mailto:JDLogistics@computershare.com.hk) 予香港股份過戶登記處, 要求更改收取公司通訊之語言版本及途徑之選擇。
- For the avoidance of doubt, the Company will not accept any additional instructions written on this Request Form.  
為免存疑, 任何書寫在本申請表上的額外指示, 本公司將不予處理。

### PERSONAL INFORMATION COLLECTION STATEMENT 收集個人資料聲明

(i) "Personal Data" in these statements has the same meaning as "personal data" in the Personal Data (Privacy) Ordinance, Chapter 486 of the Laws of Hong Kong ("PDPO").

本聲明中所指的「個人資料」具有香港法例第 486 章《個人資料(私隱)條例》(「私隱條例」)中「個人資料」的涵義。

(ii) The supply of your Personal Data to the Hong Kong Share Registrar is on a voluntary basis and such data will be used for processing your instructions and/or requests as stated in this form.

閣下是自願向本公司及/或香港股份過戶登記處提供 閣下的個人資料, 該等資料用以處理 閣下在本表格上所述的指示及/或要求。

(iii) Your Personal Data will not be transferred to any third parties unless it is a requirement to do so by law, such as, in response to a court order or a law enforcement agency's request, and will be retained for such period as may be necessary for our verification and record purposes.

除非按法例規定, 例如應法庭命令或執法機關的要求, 否則 閣下的個人資料將不會轉交任何第三方及將在適當期間保留作核實及記錄用途。

(iv) You have the right to request access to and/or to update your Personal Data in accordance with the provisions of the PDPO. Any such request should be in writing addressed to the Personal Data Privacy Officer of Computershare Hong Kong Investor Services Limited at 17M Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong.

閣下有權根據《私隱條例》的條文要求查閱及/或更新 閣下的個人資料。任何該等要求均須以書面方式向香港中央證券登記有限公司(地址為香港灣仔皇后大道東 183 號合和中心 17M 樓)的個人資料私隱主任提出。

\* Corporate Communications includes but are not limited to: (a) the directors' report, its annual financial statements together with a copy of the auditors' report and, where applicable, its summary financial report; (b) the interim report and, where applicable, its summary interim report; (c) a notice of meeting; (d) a listing document; (e) a circular; and (f) a proxy form.  
公司通訊文件包括但不限於: (a) 董事會報告、其年度財務報表連同核數師報告副本及(如適用)其財務摘要報告; (b) 中期報告及(如適用)其中期摘要報告; (c) 會議通告; (d) 上市文件; (e) 通函; 及(f) 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

Freeport 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 查詢  
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)