

REPLY FORM 回條

致： 恒基兆業發展有限公司 (「本公司」)
(股份代號：97)

經卓佳標準有限公司
香港夏慤道 16 號
遠東金融中心 17 樓

(Please choose **ONLY ONE** of the following options. 請選擇以下一個選項。)

Option 選項 1 :

I/we would like to read future Corporate Communications* on the Company's website at www.hilhk.com or the HKEXnews website at www.hkexnews.hk and hereby provide the email address¹ below for receiving email notifications of the relevant publications on websites.

本人/吾等希望閱覽刊載於公司網站 www.hilhk.com 或香港交易所披露易網站 www.hkexnews.hk 之日後公司通訊*，現於下方提供電郵地址¹以收取網站上相關發布的電郵通知。

Email address 雷郵地址:

[illegible]

(Please use BLOCK letters 請以大楷書寫)

Option 選項 2²:

I/we would like to receive printed copies of future Corporate Communications* in:

本人/吾等希望收取日後公司通訊*之印刷本：

☐ English version 英文版 ☐ Chinese version 中文版 ☐ Both English and Chinese versions 英文及中文版

(Please mark "✓" in the appropriate box 請在適當方格內劃上「✓」號)

Name of registered shareholder(s):

登記股東的名稱

(English 英文)

(Chinese 中文)

Signature(s) 簽署³:

Contact number 聯絡電話:

Date 日期:

Notes 附註：

- Notes 附註：
1. If the Company does not receive a valid email address, you will be unable to receive email notifications regarding the relevant publications on websites.
如本公司沒有收到閣下的有效電郵地址，閣下將無法收到網站上相關發布的電郵通知。
 2. If you mark "✓" in the box in Option 2, no email address will be registered and you will only receive future Corporate Communications in printed form. Your request for receiving printed copies will be valid until, whichever is earlier, such request is revoked in writing or the time when the Company publishes its Annual Report in the following year.
如閣下在選項2方格內劃上「✓」號，將不會有電郵地址被登記，閣下只會收取日後公司通訊的印刷本。閣下收取印刷本之要求將持續有效，直至該要求經書面方式被撤回或本公司於翌年刊發年報為止（以較早者為準）。
 3. If your shares are held in joint names, all the joint holders should sign on this Reply Form in order to be valid.
如屬聯名持有人，則本回條須由所有聯名持有人簽署，方為有效。
 4. Any Reply Form with no indicated choice or no signature or otherwise incorrectly completed will be void.
任何未有作出選擇或未有簽署或在其他方面填寫不正確之本回條將會作廢。
 5. If you provide more than one email address by email, this Reply Form and/or other means, only the latest email address provided will be registered.
如閣下通過電郵、本回條及/或其他方式提供多於一個的電郵地址，只有閣下最後提供的電郵地址才會被登記。
 6. For the avoidance of doubt, we do not accept any special instructions written on this Reply Form.
為免存疑，任何在本回條上的額外手寫指示，本公司將不予處理。
 7. If you have any queries relating to the completion of this Reply Form, please call the Company's hotline on (852) 2980 1333 from 9:00 a.m. to 5:30 p.m. (Monday to Friday, excluding Hong Kong public holidays).
如閣下對填寫本回條有任何疑問，請於上午九時正至下午五時三十分（星期一至星期五，香港公眾假期除外），致電本公司熱線（852）2980 1333查詢。

* Corporate Communications, in general, include (a) the annual report; (b) the interim report; (c) a notice of meeting; (d) a listing document; (e) a circular; and (f) a proxy form, issued by the Company, and for the purposes stated above, exclude Actionable Corporate Communications that seek instructions from shareholders on how they wish to exercise their rights or make an election as shareholders. The Company will send Actionable Corporate Communications to shareholders individually instead of just making them available on websites.

公司通訊一般包括由本公司刊發之(a)年報；(b)中期報告；(c)會議通告；(d)上市文件；(e)通函；及(f)代表委任書，及就上述所載之目的而言，不包括涉及尋求股東指示就如何行使其股東權利或以股東身份作出選擇的可供採取行動的公司通訊。本公司會將該等可供採取行動的公司通訊個別發送予股東，而不會僅將之刊載於網站。

PERSONAL INFORMATION COLLECTION STATEMENT 收集個人資料聲明

- (i) "Personal Data" in this statement 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《個人資料（私隱）條例》（香港法例第486章）（「《私隱條例》」）中「個人資料」的涵義。
- (ii) Your supply of Personal Data to the Company is on a voluntary basis. If you fail to provide sufficient information, the Company may not be able to process your instructions as to how you wish to receive future Corporate Communications.
閣下是自願向本公司提供個人資料。若 閣下未能提供足夠資料，本公司可能無法處理 閣下如何收取日後公司通訊之指示。
- (iii) Your Personal Data may be disclosed or transferred by the Company to its holding/subsidiary companies, the Company's share registrar, Tricor Standard Limited (the "Company's Registrar"), and/or other companies or bodies for any of the stated purposes, and retained for such period as may be necessary for verification and record purposes.
本公司可就任何所說明的用途，將 閣下的個人資料披露或轉移給本公司的控股/附屬公司、本公司之股份登記及過戶處卓佳標準有限公司（「股份登記及過戶處」）、及/或其他公司或團體，並將在適當期間保留該等個人資料作核實及紀錄用途。
- (iv) You have the right to request access to and/or correction of your Personal Data in accordance with the provisions of the PDPO. Any such request for access to and/or correction of your Personal Data should be in writing and sent to the Personal Data Privacy Officer of the Company's Registrar by post or by email to henderson97-ecom@vistra.com. 閣下有權根據《私隱條例》的條文查閱及/或修改 閣下的個人資料。任何該等查閱及/或修改 閣下個人資料的要求均須以書面方式郵寄至股份登記及過戶處的個人資料私隱主任或電郵至 henderson97-ecom@vistra.com。
- (v) Please refer to the Privacy Policy and Personal Information Collection Statement of the Company which is available on the website of the Company (www.hilhk.com) for further details. 進一步之詳情請參閱刊載於本公司網站(www.hilhk.com)之本公司私隱政策及收集個人資料聲明。

Mailing Label 郵寄標籤

Tricor Standard Limited

卓佳標準有限公司

Freepost No. 簡便回郵號碼：10 GPO

Hong Kong 香港

Please cut out the mailing label and stick it on an envelope to return this Reply Form to us.
**No postage stamp is necessary
if posted in Hong Kong**

閣下寄回本回條時，請將郵寄標籤剪貼於信封上。
如在本港投寄，毋須貼上郵票。