



NOTIFICATION LETTER 通知信函

21 April 2021

Dear Non-registered Shareholder <sup>(Note)</sup>,

**Hang Seng Bank Limited (the “Bank”)**

**– Notice of publication of Annual Report 2020, Circular and Notice of Annual General Meeting (“Current 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, 26 May 2021 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](http://www.hangseng.com) and the website of Hong Kong Exchanges and Clearing Limited at [www.hkexnews.hk](http://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 Statements”, or “Circulars to Shareholders”, or “Notices of General Meetings of Shareholders”, or by browsing through the website of Hong Kong Exchanges and Clearing Limited.

If you want to receive printed version of the Current Corporate Communications and/or change your choice of means of receipt or language of the Bank’s Corporate Communications in the future, please complete the request form on the reverse side and send it to the Bank c/o Computershare Hong Kong Investor Services Limited, using the mailing label as indicated in the request form. You do not have to affix a stamp if it is posted in Hong Kong. Otherwise, please affix an appropriate stamp. You may also send your request (specifying your name, address and request) via email to [hangseng@computershare.com.hk](mailto:hangseng@computershare.com.hk) or write to the Share Registrar. The request form may also be downloaded from the Bank’s website at [www.hangseng.com](http://www.hangseng.com) or from [www.hkexnews.hk](http://www.hkexnews.hk).

Please note that if you want to access the Current or future Corporate Communications of the Bank via the aforesaid websites, you do not have to return the request form.

Yours faithfully,  
**C C Li**  
Secretary

*Note: “Non-registered Shareholder” means such person or company whose shares are held in The Central Clearing and Settlement system and who has notified the Bank from time to time through Hong Kong Securities Clearing Company Limited that he/they wish(es) to receive Corporate Communications of the Bank.*

各位非登記股東 <sup>(附註)</sup> :

恒生銀行有限公司 (「本行」)

– 2020 年年報，致股東通函及股東周年常會通告 (「是次公司通訊」) 之發佈通知

本行將於 2021 年 5 月 26 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](http://www.hangseng.com) 及香港交易及結算所有有限公司網站 [www.hkexnews.hk](http://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「財務報表」，或「股東通函」，或「股東大會通告」項下，選擇有關文件之名稱，或透過香港交易及結算所有有限公司網站瀏覽有關文件。

如 閣下欲收取是次公司通訊之印刷本及/或更改已選擇之收取公司通訊方式或語言版本，請填妥本函背面之申請表格，並按表格上之指示使用郵寄標籤寄回香港中央證券登記有限公司。如在香港投寄，可毋須貼上郵票，否則，請貼上適當之郵票。閣下同時亦可將要求 (請註明閣下的姓名、地址及要求) 以電郵方式發送至 [hangseng@computershare.com.hk](mailto:hangseng@computershare.com.hk) 或以書面方式通知股票過戶及登記處。申請表格亦可於本行網站 [www.hangseng.com](http://www.hangseng.com) 或於網站 [www.hkexnews.hk](http://www.hkexnews.hk) 下載。

如 閣下欲於上述網站瀏覽本行是次 (或將來) 之公司通訊，則毋須填寫該申請表格。

公司秘書  
李志忠 謹啟  
2021 年 4 月 21 日

*附註：「非登記股東」乃指其股份存放於中央結算及交收系統之人士或公司，而他/他們已透過香港中央結算有限公司不時向本行發出通知，希望收到本行之公司通訊。*

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

HANH-21042021-1(0)



NAME(S) AND ADDRESS OF THE NON-REGISTERED SHAREHOLDER  
非登記股東之英文姓名及地址

Request Form 申請表格

To: **Hang Seng Bank Limited (the "Bank") (Stock Code: 11)**  
c/o Computershare Hong Kong Investor Services Limited  
17M Floor, Hopewell Centre, 183 Queen's Road East,  
Wanchai, Hong Kong

致：恒生銀行有限公司 (「恒生」)  
(股份代號：11)  
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

**Part A** I/We would like to receive a printed version of the Current Corporate Communications of the Bank in the manner as indicated below:

甲部 本人/吾等現欲以下列方式收取恒生是次公司通訊之印刷本：

(Please mark **ONLY ONE "X"** of the following boxes 請從下列選擇中，僅在其中一個空格內劃上「X」號)

- I/We would like to receive a **printed copy in English**.  
本人/吾等現欲收取一份英文印刷本。
- I/We would like to receive a **printed copy in Chinese**.  
本人/吾等現欲收取一份中文印刷本。
- I/We would like to receive **both the printed English and Chinese copies**.  
本人/吾等現欲收取英文及中文各一份印刷本。

**Part B** I/We would like to change the choice of language(s) and/or means of receipt of future Corporate Communications\* of the Bank as indicated below:

乙部 本人/吾等現欲更改以下列方式收取恒生今後公司通訊\*之語言版本及/或收取方式：

(Please mark **ONLY ONE "X"** of the following boxes 請從下列選擇中，僅在其中一個空格內劃上「X」號)

- to read all future Corporate Communications from the Bank's website in the place of receiving printed copies, and receive a notification letter of the publication of the Corporate Communications on website; **OR**  
於恒生網站瀏覽日後所有公司通訊，以代替收取印刷本，並收取公司通訊已在網上刊發之通知信函；或
- to receive the **printed English version ONLY** of all future Corporate Communications; **OR**  
日後只收取所有公司通訊之英文印刷本；或
- to receive the **printed Chinese version ONLY** of all future Corporate Communications; **OR**  
日後只收取所有公司通訊之中文印刷本；或
- to receive **both the printed English and Chinese versions** of all future Corporate Communications.  
日後同時收取所有公司通訊之英文及中文印刷本

Please note that if you want to access the Current or future Corporate Communications\* of the Bank via the websites of the Bank and of Hong Kong Exchanges and Clearing Limited, you do not have to return the request form.

如閣下欲於恒生或香港交易及結算有限公司網站瀏覽恒生是次(或將來)之公司通訊\*，則毋須填寫本申請表格。

Name(s) of Shareholder(s)<sup>#</sup>  
股東姓名<sup>#</sup>

Signature  
簽署

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

Address<sup>#</sup>  
地址<sup>#</sup>

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

Contact telephone number  
聯絡電話號碼

Date  
日期

# You are required to fill in the details if you download this request form from the Bank's website.  
如從恒生網站下載本申請表格，必須填上有關資料。

Notes 附註：

- Please complete all your details clearly.  
請清楚填寫所有資料。
- "Non-registered shareholder" means such person or company whose shares are held in The Central Clearing and Settlement system and who has notified the Bank from time to time through Hong Kong Securities Clearing Company Limited that he/she/they wish(es) to receive Corporate Communications of the Bank.  
「非登記股東」乃指其股份存放於中央結算及交收系統之人士或公司，而他/他們已透過香港中央結算有限公司不時向恒生發出通知，希望收到恒生之公司通訊。
- Any form with more than one box marked(✓), with no box marked(✓), with no signature or otherwise incorrectly completed will be void.  
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。
- The above instruction will apply to Current and all future Corporate Communications to be sent to you until you notify to the Bank c/o Computershare Hong Kong Investor Services Limited to the contrary or you have ceased to have holdings in the Bank.  
上述指示適用於是次及將來發送予閣下之所有公司通訊，直至閣下通知恒生之股份登記處香港中央證券登記有限公司以作另行安排或閣下已停止持有恒生股份為止。
- For the avoidance of doubt, we do not accept any special instructions written on this request form.  
為免存疑，任何在本申請表格上手寫之額外指示，將不予處理。

\*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; and (e) a circular.  
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；及(e)通函。

CCS8371

Mailing Label 郵寄標籤

Computershare Hong Kong Investor Services Limited  
香港中央證券登記有限公司  
Freepost 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