



# 華潤水泥控股有限公司

## China Resources Cement Holdings Limited

(incorporated in the Cayman Islands with limited liability)

(於開曼群島註冊成立之有限公司)

(Stock Code 股份代號: 1313)

3 September 2020

Dear Shareholders,

### Letter to new shareholders – election of means of receipt of corporate communications

In order to protect the environment, China Resources Cement Holdings Limited (the “Company”) proposes that as a shareholder of the Company, you may choose to receive its Corporate Communications<sup>Note</sup>: (i) by electronic means through the Company’s official website for Corporate Communications at [www.irasia.com/listco/hk/crcement/index.htm](http://www.irasia.com/listco/hk/crcement/index.htm) (the “Electronic Communication Option”); or (ii) in printed form.

The purpose of this letter is to ascertain shareholders’ choice of means of receipt of Corporate Communications.

**Please kindly complete Part B of the attached Instruction Slip and return the completed Instruction Slip to the Company’s Share Registrar, Tricor Investor Services Limited, by facsimile at (852) 2861 1465, by email at [crcement1313-ecom@hk.tricorglobal.com](mailto:crcement1313-ecom@hk.tricorglobal.com) or by post using the pre-paid envelope provided.**

If you elect the Electronic Communication Option and have specified your email address in the Instruction Slip, we will send you, on the day of issue, an email notification each time new Corporate Communications are posted on the Company’s official website for Corporate Communications above-mentioned. In case you have not provided your email address, we will notify you by mail instead.

Please note that you may change your choice of means of receipt (whether by positive consent or by deemed consent) at any time, free of charge by giving reasonable prior notice, by completing and returning to the Company’s Share Registrar the Instruction Slip using any of the above-mentioned methods. A copy of the Instruction Slip will be sent to you together with future Corporate Communications or can be obtained from the Company’s Share Registrar.

Shareholders who have opted for the Electronic Communication Option and who for any reason have difficulty in receiving or gaining access to the relevant Corporate Communications will upon request in writing to the Company’s Share Registrar using any of the above-mentioned methods be promptly sent such Corporate Communications in printed form free of charge.

Should you have any queries relating to this letter, please call our Share Registrar’s investor services hotline at (852) 2980 1333 from 9:00 a.m. to 5:00 p.m., Monday to Friday (excluding public holidays).

Yours faithfully,  
For and on behalf of  
**China Resources Cement Holdings Limited**  
**ZHOU Longshan**  
Chairman

Encl.

*Note:* Corporate Communications refers to any document issued or to be issued by the Company for information or action of holders of securities of the Company, including but not limited to annual report, summary financial report (where applicable), interim report, summary interim report (where applicable), notice of meeting, listing document, circular and proxy form.

敬啟者：

### 致新股東之函件－選擇收取公司通訊的形式

為支持環保，華潤水泥控股有限公司（「本公司」）建議閣下作為本公司股東可以選擇：(i)透過本公司的公司通訊<sup>#</sup>官方網站([www.irasia.com/listco/hk/crcement/index.htm](http://www.irasia.com/listco/hk/crcement/index.htm))以電子形式瀏覽公司通訊（「電子通訊選擇權」）；或(ii)收取公司通訊之印刷本。

現謹奉函向股東確定選擇收取公司通訊的方式。

請閣下填妥隨附指示回條乙部，並將已填妥之指示回條傳真至(852)2861 1465、電郵至 [crcement1313-ecom@hk.tricorglobal.com](mailto:crcement1313-ecom@hk.tricorglobal.com)或以已預付郵費的信封寄回本公司股份過戶登記處卓佳證券登記有限公司。

如閣下選擇電子通訊選擇權並已在指示回條內註明閣下之電郵地址，我們將會在每次有新的公司通訊在上述本公司的公司通訊官方網站登載時，於該公司通訊發出當日以電郵方式通知閣下。倘閣下未有提供電郵地址，本公司將會以郵寄方式知會閣下。

請注意閣下可以給予合理時間的通知隨時透過填寫指示回條（該指示回條將連同日後的公司通訊一併寄予閣下，或可向本公司股份過戶登記處索取）更改已選擇的收取方式（不論是正面同意或是被視為同意的情况），費用全免。填妥的指示回條須透過上述任何一種方式交回本公司股份過戶登記處。

已選擇電子通訊選擇權的股東，如因任何理由以致收取或接收有關公司通訊上出現困難，只要透過上述任何一種方式向本公司股份過戶登記處提出書面要求，均可立即獲免費發送該公司通訊的印刷本。

倘閣下對本函件有任何疑問，請於星期一至星期五（公眾假期除外）上午9時至下午5時致電本公司股份過戶登記處的投資者服務熱線(852) 2980 1333。

此致

列位股東 台照

代表  
華潤水泥控股有限公司  
周龍山  
主席  
謹啟

二零二零年九月三日

附件

註：公司通訊指由本公司發出或將予發出以供本公司證券持有人參照或採取行動的任何文件，其中包括但不限於年報、財務摘要報告（如適用）、中期報告、中期摘要報告（如適用）、會議通告、上市文件、通函及代表委任表格。

## INSTRUCTION SLIP 指示回條



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(於開曼群島註冊成立之有限公司)

(Stock Code 股份代號: 1313)

Please complete, sign and return this instruction slip to  
the Share Registrar of China Resources Cement Holdings Limited (the "Company"),  
Tricor Investor Services Limited, by facsimile at (852) 2861 1465,  
by email at [crcement1313-ecom@hk.tricorglobal.com](mailto:crcement1313-ecom@hk.tricorglobal.com) or by post using the pre-paid envelope provided.

請填妥及簽署下列指示回條。

並傳真至 (852) 2861 1465、電郵至 [crcement1313-ecom@hk.tricorglobal.com](mailto:crcement1313-ecom@hk.tricorglobal.com) 或以已提供之預付郵費的信封寄回  
華潤水泥控股有限公司(「本公司」)股份過戶登記處  
卓佳證券登記有限公司。

### Part A – To receive a printed version of the Interim Report 2020 (the "Enclosed Document"):

甲部 – 收取二零二零年中期報告(「隨附文件」)之印刷本:

I/We have chosen to receive the Enclosed Document by electronic means through the Company's official website for Corporate Communications\* but would like to receive them in printed form.  
本人/吾等已選擇透過本公司的公司通訊\*官方網站以電子方式瀏覽隨附文件,但希望收取其印刷本。

### Part B – To elect/change the means of receipt of future Corporate Communications:

乙部 – 選擇/更改日後收取公司通訊之形式:

I/We would like to receive all future Corporate Communications of the Company:

關於本公司日後發佈的所有公司通訊,本人/吾等欲:

(Please tick only one box) (只可選擇一項,請於以下適當的空格加上「✓」號)

- in printed form; or  
只收取印刷本;或
- by electronic means in lieu of printed form.  
以電子方式取代印刷本。

My/Our email address:

本人/吾等的電郵地址:

(Please ensure your email address is properly filled in for the purpose of receiving the notification of release of Corporate Communications)  
(請確保填上正確的電郵地址以作收取公司通訊發佈的通知之用)

Name(s) of Shareholder(s) in English (Please use **BLOCK LETTERS**)  
股東的英文名稱 (請以大楷書寫)

Name(s) of Shareholder(s) in Chinese  
股東的中文名稱

Registered Address of Shareholder(s)  
股東的登記地址

Contact Telephone Number  
聯絡電話

Signature(s)  
簽署:

Date:  
日期:

- Notes:
- The above instruction will apply to all Corporate Communications to be sent to you until you inform us otherwise.
  - If any shares are held in joint names, all joint holders OR the joint holder whose name stands first on the register of members of the Company should sign this form in order for it to be valid.
  - This instruction slip with no box ticked, with more than one box ticked, or otherwise incorrectly completed will be voided at the discretion of the Company.
  - Printed versions of all future Corporate Communications of the Company will be available on request in writing to the Share Registrar of the Company. Such Corporate Communications will also be available on the website at [www.irasia.com/listco/hk/crcement/index.htm](http://www.irasia.com/listco/hk/crcement/index.htm).

\* Corporate Communications refers to any document issued or to be issued by the Company for information or action of holders of securities of the Company, including but not limited to annual report, summary financial report (where applicable), interim report, summary interim report (where applicable), notice of meeting, listing document, circular and proxy form.

註: 1. 上述指示將適用於本公司將會發送給閣下的所有公司通訊文件,直至閣下另行通知為止。  
2. 如任何股份以聯名方式持有,則所有聯名持有人或名列本公司股東名冊的首名聯名持有人須於本表格上簽署,方為有效。  
3. 如未有在任何上述適當空格加上「✓」號,或在超過一個空格加上「✓」號,或在其他方面填寫不正確,本公司可酌情決定將本指示回條作廢。  
4. 本公司日後所有公司通訊的印刷本,可透過書面通知向本公司股份過戶登記處索取。該等公司通訊文件亦登載於網站([www.irasia.com/listco/hk/crcement/index.htm](http://www.irasia.com/listco/hk/crcement/index.htm))。

\* 公司通訊指由本公司發出或將予發出以供本公司證券持有人參照或採取行動的任何文件,其中包括但不限於年報、財務摘要報告(如適用)、中期報告、中期摘要報告(如適用)、會議通告、上市文件、通函及代表委任表格。