



CHINA VANKE CO., LTD.\*

萬科企業股份有限公司

(a joint stock company incorporated in the People's Republic of China with limited liability)  
(於中華人民共和國註冊成立的股份有限公司)

(Stock code 股份代號: 2202)

## NOTIFICATION LETTER 通知信函

28 May 2021

Dear Registered Shareholder,

**China Vanke Co., Ltd. \* (the "Company")**

**- Notice of Publication of Circular and Proxy Forms for the 2020 Annual General Meeting and The First H Shareholders Class Meeting of 2021 ("Current Corporate Communications")**

The English and Chinese versions of the Company's Current Corporate Communications are available on the Company's website at [www.vanke.com](http://www.vanke.com) and the HKEXnews's website at [www.hkexnews.hk](http://www.hkexnews.hk). You may access the Current Corporate Communication by clicking "Investors" on the home page of the Company's website and viewing them through Adobe® Reader® or browsing through the HKEXnews's website.

Shareholders may at any time choose to receive the Corporate Communications free of charge<sup>(Note)</sup> either in printed form, or access the electronic version on the websites, notwithstanding any wish to the contrary they have previously conveyed to us. Even if you have chosen (or are deemed to have consented) to receive the website version of the Corporate Communications but for any reason you have difficulty in receiving or gaining access to any of the Corporate Communications, the Company will promptly send those Corporate Communications to you in printed form free of charge upon your request.

If you want to receive a printed version of the Current Corporate Communication and all future Corporate Communications, please complete the Request Form on the reverse side of this letter and return it to the Company c/o Computershare Hong Kong Investor Services Limited (the "H Share Registrar") by using the mailing label at the bottom of the Request Form (no need to affix a stamp if posted in Hong Kong; otherwise, please affix an appropriate stamp). The address of the H Share Registrar is 17M Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong. The Request Form may also be downloaded from the Company's website at [www.vanke.com](http://www.vanke.com) or the HKEXnews's website at [www.hkexnews.hk](http://www.hkexnews.hk).

Should you have any queries relating to any of the above matters, please call the H Share Registrar's telephone hotline at (852) 2862 8688 during business hours from 9:00 a.m. to 6:00 p.m., Monday to Friday, excluding public holidays or send an email to [chinavanke.ecom@computershare.com.hk](mailto:chinavanke.ecom@computershare.com.hk).

By order of the Board  
China Vanke Co., Ltd. \*  
Zhu Xu  
Company Secretary

Note: "Corporate Communications" refers to any documents issued or to be issued by the Company for your information or action, including but not limited to (a) annual reports (including but not limited to directors' reports, annual accounts together with auditors' reports) and, where applicable, summary financial reports; (b) interim reports and, where applicable, summary interim reports; (c) notices of meetings; (d) listing documents; (e) circulars; (f) proxy forms; and (g) reply slips.

\* For identification purpose only

各位登記股東：

**萬科企業股份有限公司（「本公司」）**

**-2020年股東週年大會及2021年第一次H股類別股東大會通函及代表委任表格（「本次公司通訊」）之發佈通知**

本公司本次公司通訊的中、英文版本已上載於本公司網站（[www.vanke.com](http://www.vanke.com)）及香港交易所披露易網站（[www.hkexnews.hk](http://www.hkexnews.hk)），歡迎瀏覽。請在本公司網站主頁按「投資者關係」一項並使用 Adobe® Reader® 開啟查閱或在香港交易所披露易網站瀏覽有關文件。

儘管閣下早前曾向本公司作出公司通訊文件<sup>(即註)</sup>收取方式的選擇，但仍可以隨時更改有關選擇，轉為以收取印刷本或於網上閱覽電子版，費用全免。如閣下已選擇（或被視為同意）以網上方式收取公司通訊文件但因任何理由未能閱覽載於網站的任何公司通訊文件，閣下只要提出要求，我們將盡快向閣下寄上所要求的公司通訊文件之印刷本，費用全免。

如閣下欲收取本次及將來所有公司通訊之印刷本，請填妥在本函背面的申請表格，並使用隨附之郵寄標籤經香港中央證券登記有限公司（「H股證券登記處」）（如在香港投寄，毋須貼上郵票；否則，請貼上適當的郵票）寄回本公司。H股證券登記處地址為香港灣仔皇后大道東183號合和中心17M樓。申請表格亦可於本公司網站（[www.vanke.com](http://www.vanke.com)）或香港交易所披露易網站（[www.hkexnews.hk](http://www.hkexnews.hk)）內下載。

閣下如對本函內容有任何疑問，請致電H股證券登記處之電話熱線（852）2862 8688，辦公時間為星期一至五（公眾假期除外）上午9時正至下午6時正或電郵至 [chinavanke.ecom@computershare.com.hk](mailto:chinavanke.ecom@computershare.com.hk)。

承董事會命  
萬科企業股份有限公司  
朱旭  
公司秘書

2021年5月28日

附註：「公司通訊文件」指任何由本公司刊印或將會刊印以供參考或行動的文件，包括但不限於：(a) 年度報告（包括但不限於董事會報告、年度財務報表連同核數師報告）及財務摘要報告（如適用）；(b) 中期報告及中期摘要報告（如適用）；(c) 會議通告；(d) 上市文件；(e) 通函；(f) 委任代表表格；及(g) 回條。

\* 僅供識別



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Shareholder Name and Address 股東之姓名及地址：

## Request Form 申請表格

To: **China Vanke Co., Ltd. \* (the "Company")**  
(Stock Code: 2202)  
c/o Computershare Hong Kong Investor Services Limited  
17M Floor, Hopewell Centre, 183 Queen's Road East,  
Wan Chai, Hong Kong

致: **萬科企業股份有限公司** (「本公司」或「貴公司」)  
(股份代號: 2202)  
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 the 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 receive **printed English** copy ONLY; **OR**  
僅收取**英文印刷本**; 或
- To receive **printed Chinese** copy ONLY; **OR**  
僅收取**中文印刷本**; 或
- To receive **both printed English and Chinese** copies.  
同時收取**中、英文印刷本**。

Name(s) of Registered  
H Shareholders (s)  
登記 H 股股東姓名

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's 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格，請務必填上有關資料。

Notes 備註:

- Please complete all your details clearly. If any Request Forms with more than one box marked (X), with no box marked (X), with no signature or otherwise incorrectly completed, the Company reserves the right to treat this Request Form as void.  
請閣下清楚填妥所有資料。如在任何申請表格中有超過一項選擇、或未有作出選擇、或未有簽署、或在其他方面填寫不正確，本公司保留權利將本申請表格視為無效。
- The above instruction will apply to the Corporate Communications to be sent to you until you notify to the Company c/o Computershare Hong Kong Investor Services Limited (the Company's H Share Registrar) to the contrary or unless you have at any time ceased to have holdings in the Company.  
上述指示適用於發送予閣下之所有公司通訊，直至閣下通知本公司之 H 股證券登記處香港中央證券登記有限公司另外之安排或任何時候停止持有本公司的股份。
- For the avoidance of doubt, the Company do not accept any other instructions given on this Request Form.  
為免存疑，任何在本申請表格上的額外指示，本公司將不予處理。

\*Corporate Communications include but not limited to (a) the annual reports and its summary financial reports (where applicable) (and all reports and accounts contained therein), (b) the interim reports and its summary interim reports (where applicable) (and all reports and accounts contained therein), (c) notices of meetings, (d) listing documents, (e) circulars, (f) proxy forms and (g) reply slips.

\*公司通訊包括但不限於：(a) 年度報告及其財務摘要報告（如適用）（及其中包含的所有報告及賬目）；(b) 中期報告及其中期摘要報告（如適用）（及其中包含的所有報告及賬目）；(c) 會議通告；(d) 上市文件；(e) 通函；(f) 代表委任表格；及(g) 回條。

\* For identification purpose only 僅供識別

## 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.**

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 垂詢  
Rate our service 評價  
Lodge a complaint 投訴



Contact Us 聯繫我們

www.computershare.com/hk/contact

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