



Corporate Communication Request Form 公司通訊申請表格

(For Non-Registered Shareholders only 只供非登記股東使用)

To: Hang Seng Bank Limited (the "Bank")
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」)
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 甲部

As a Non-registered Shareholder, if you wish to receive future Corporate Communications, please liaise with and provide your email address to your bank(s), broker(s), custodian(s) or nominee(s) through which your shares are held. 作為非登記股東, 如閣下欲收取日後公司通訊, 請聯絡並提供閣下的電子郵件地址予代閣下持有股份的銀行、經紀、託管商或代理人。

Part B 乙部

I/We would like to receive a **printed** English version and/or Chinese version of the following Corporate Communications of the Bank:

本人/吾等現欲收取恒生以下公司通訊之 英文印刷本及/或 中文印刷本:

(Please mark "X" of the appropriate boxes 請於下列適當空格內劃上「X」號)

- Annual Report (latest published version) 年報 (最新刊發之版本)
 Interim Report (latest published version) 中期報告 (最新刊發之版本)
 Others published Corporate Communications 其他已刊發之公司通訊
(please specify 請註明) _____

Name(s) of Shareholder(s) 股東姓名 _____

Address 地址 _____

Contact telephone number 聯絡電話號碼 _____

Date 日期 _____

Signature 簽署 _____

Notes 附註:

- Please complete this request form clearly and in ENGLISH BLOCK LETTERS. Any request form with no indicated choice, with no signature or otherwise incorrectly completed will be void. Invalid or illegible address may result in non-delivery to you of printed copy as requested. 請清楚及用英文正楷填寫本申請表格。申請表格上若未有作出選擇或未有簽署又或在其他方面填寫不正確, 即告作廢。如上述提供的地址無效或難以辨認, 可能導致閣下無法收取所要求的印刷本。
- "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 such person or company wishes 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, 並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。
- 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。

PERSONAL INFORMATION COLLECTION STATEMENT 收集個人資料聲明

“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”), which will include your name, contact number, address and/or email address. The Personal Data provided in this request form will be used in connection with processing your choice of means of receipt of the Bank’s Corporate Communications. Your supply of the Personal Data to the Bank and/or its Registrar is on a voluntary basis. The Personal Data will be disclosed or transferred to the Registrar’s agents, contractors or third-party service providers of the Bank who/which offers administrative, telecommunications, computer, payment or other data processing services to the Registrar in connection with the operation of their business for any of the above stated purpose(s). The Bank and its Registrar may also transfer the Personal Data if it is required to do so by law enforcement agencies or regulatory authorities. The Personal Data collected in this request form will be retained for such period as may be necessary for any of the above purpose(s) and its directly related purposes such as for our verification, notification and record purposes. You have the right to request access to and/or correction of the Personal Data in accordance with the provisions of the PDPO. Any such request should be in writing to the Hong Kong Privacy Officer of the Bank’s Registrar by post or by email to PrivacyOfficer@computershare.com.hk.

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，包括閣下之姓名、聯絡電話號碼、地址及／或電郵地址。閣下於本申請表格所提供的個人資料會用以處理閣下收取恒生公司通訊方式的選擇事宜。閣下乃基於自願性質向恒生及／或其股份登記處提供個人資料。為達致任何上述目的，該等個人資料將會被披露予或轉交至股份登記處之代理、承包商或恒生之第三方服務供應商，以提供與其業務運作有關的行政、電訊、電腦、付款或其他資料處理服務予股份登記處。若法律規定或應執法機關或監管部門的要求，恒生及其股份登記處亦會轉移該等個人資料。於本申請表格所收集的個人資料將會於為達致任何上述用途或任何直接相關用途所需的時間內被保存作查證、通知及記錄用途。閣下有權根據《私隱條例》之條文要求查閱及／或修改個人資料。任何該等要求均須以書面方式透過郵遞或電郵至 PrivacyOfficer@computershare.com.hk 向恒生股份登記處之香港隱私主任提出。