SHKH

Reply Form 回條
(For registered shareholder only) (只供登記股東)

To: **Sun Hung Kai Properties Limited (the "Company")**
Stock Codes: 16 (HKD counter) and 80016 (RMB counter)
c/o Computershare Hong Kong Investor Services Limited (**"Computershare"**)
17M Floor, Hopewell Centre, 183 Queen's Road East,
Wan Chai, Hong Kong
(or by email to: shkp@computershare.com.hk)

致： **新鴻基地產發展有限公司（「本公司」）**
股份代號: 16（港幣櫃台）及 80016（人民幣櫃台）
經香港中央證券登記有限公司（「**中央證券**」）
香港灣仔皇后大道東一八三號
合和中心十七 M 樓
（或電郵至: shkp@computershare.com.hk）

I/We would like to receive all future Corporate Communications and Actionable Corporate Communications in the following manner:
本人/吾等欲以下列方式收取所有日後刊發之公司通訊及可供採取行動的公司通訊：
*(Please mark an（X）in **ONLY ONE** of the following boxes)*
*(請僅在下列其中**一個**空格內劃上「X」號)*

☐ by email to my/our email address below for receiving (i) notifications of publication of Corporate Communications on the Company's website and (ii) Actionable Corporate Communications; **OR**
透過發送至以下電郵地址的電郵，以獲取(i)公司通訊登載於本公司網站的通知及(ii)可供採取行動的公司通訊；**或**
*(Please use **ENGLISH BLOCK LETTERS**. For Actionable Corporate Communications, if no email address is provided or the email address provided is non-functional, or for certain Actionable Corporate Communications which (because of its nature) have to be sent by post, printed form of the Actionable Corporate Communications will be sent to your address as appears in the register of members of the Company by post.)*
*（請用**英文正楷**填寫。就可供採取行動的公司通訊而言，如未有提供電郵地址或所提供的電郵地址為無效，或因特定可供採取行動的公司通訊性質所限須以郵寄方式發送時，可供採取行動的公司通訊的印刷本將郵寄至 閣下於本公司股東名冊上所示的地址。）*

Email Address
電郵地址

☐ in **printed** form in **English** ONLY; **OR**
僅收取**英文印刷本**；**或**

☐ in **printed** form in **Chinese** ONLY; **OR**
僅收取**中文印刷本**；**或**

☐ in **printed** form in both **English and Chinese**.
同時收取**英文及中文印刷本**。

Full Name(s) of Registered Shareholder(s)#
登記股東姓名#

Contact telephone number
聯絡電話號碼

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

Address#
地址#

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

Signature(s)
簽名

Date
日期

 # You are required to fill in the details if you download this form from the website. 假如 閣下從網站下載本表格，請必須填上有關資料。

Notes 附註：

1. *Corporate Communications mean any documents from the Company for the information or action of its securities holders or the investing public, which include but are not limited to (a) directors' reports and annual financial statements together with independent auditor's reports; (b) interim reports; (c) notices of meetings; (d) listing documents; (e) circulars; and (f) proxy forms.*
   公司通訊指本公司發出以供其任何證券持有人或投資大眾參照或採取行動之任何文件，包括但不限於：(a)董事局報告書及年度財務報表連同獨立核數師報告書；(b)中期報告；(c)會議通告；(d)上市文件；(e)通函；及(f)代表委任表格。
2. *Actionable Corporate Communications mean any corporate communications from the Company that seek instructions from its securities holders on how they wish to exercise their rights or make an election as the securities holders of the Company but exclude notices of general meetings and proxy forms.*
   可供採取行動的公司通訊指本公司發出以尋求其證券持有人指示擬如何行使作為本公司證券持有人的權利或作出選擇之任何公司通訊，但不包括股東大會通告及代表委任表格。
3. *If your shares are held in joint names, the shareholder whose name stands first on the register of members of the Company in respect of the joint holding should sign on this form in order to be valid.*
   如屬聯名股東，則本表格須由該名於本公司股東名冊上就聯名持有股份其姓名位列首位的股東簽署，方為有效。
4. *You are entitled at any time by reasonable notice (of not less than 7 days) in writing to the Company c/o Computershare by email or by post or by completing, signing and returning this form to change your choice of language and/or means of receipt of all future Corporate Communications and Actionable Corporate Communications.*
   閣下有權隨時在合理時間內（為不少於七天）以電郵或郵寄方式經中央證券書面通知本公司，或填寫、簽妥及交回本表格，以更改所有日後刊發之公司通訊及可供採取行動的公司通訊之語言版本及/或收取方式之選擇。
5. *Your request for receiving all future Corporate Communications and Actionable Corporate Communications in printed form will be valid until, whichever is earlier, such request is revoked by you in writing or the time when the Company publishes its next Annual Report.*
   閣下收取所有日後刊發之公司通訊及可供採取行動的公司通訊印刷本之要求將持續有效，直至 閣下以書面方式撤回該要求或本公司刊發下一份年報為止(以較早者為準)。
6. *For the avoidance of doubt, the Company does not accept any special instructions written on this form.*
   為免存疑，任何在本表格上的額外手寫指示，本公司將不予處理。

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」具有香港法例第四百八十六章個人資料（私隱）條例（「**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.
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 閣下之指示。

(iii) Your Personal Data may be disclosed or transferred by the Company to its subsidiaries, the Share Registrar, and/or other companies or bodies for any 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附屬公司、股份過戶登記處、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 should be in writing and sent to the Personal Data Privacy Officer of Computershare by post or by email to PrivacyOfficer@computershare.com.hk.
閣下有權根據私隱條例的條文要求查閱及/或修改 閣下的個人資料。任何該等要求均須以書面方式郵寄至中央證券的個人資料私隱主任，或電郵至 PrivacyOfficer@computershare.com.hk 。

This form is made in English and Chinese. In case of any inconsistency, the English version shall prevail.
本表格以英文及中文發出，中英文版本內容如有任何不相符，概以英文版本為準。

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Please cut the mailing label and stick this on the envelope to return this form to us.
No postage stamp necessary if posted in Hong Kong.
閣下寄回本表格時，請將郵寄標籤剪貼於信封上。
如在本港投寄毋須貼上郵票。

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