恒基兆業發展有限公司
HENDERSON INVESTMENT LIMITED
於香港註冊成立之有限公司
(**股份代號**：97)

CHANGE REQUEST FORM 更改回條

Shareholders may at any time change the choice of language or means of receipt of Henderson Investment Limited's (the "Company") Corporate Communications by completing this Change Request Form and returning it to the Company's Share Registrar, Tricor Standard Limited, at 26/F., Tesbury Centre, 28 Queen's Road East, Wanchai, Hong Kong or by email at henderson97-ecom@hk.tricorglobal.com.
如股東欲更改已選擇的恒基兆業發展有限公司(「本公司」)之公司通訊語言版本及收取方式，可隨時填寫本更改回條，並將回條寄回本公司的股份登記及過戶處卓佳標準有限公司，地址爲香港灣仔皇后大道東 28 號金鐘匯中心 26 樓，或以電郵發送至 henderson97-ecom@hk.tricorglobal.com。

I/We would like to receive all future 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本公司日後之所有公司通訊*(「**公司通訊**」)：
(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)

☐ read the **website version** of Corporate Communications published on the Company's website in place of receiving printed copies; and receive an email notification or a notification letter of the publication of Corporate Communications on website; **OR**
瀏覽在本公司網站發表之公司通訊**網上版本**，以代替收取印刷本，並收取公司通訊已在網上刊發之電郵通知／通知信函；**或**

Email Address 電郵地址 _____

(The Company will send to the email address provided above a notification of the availability of the Corporate Communication on the Company's website in the future. If no email address is provided, only a notification letter of the publication of the Corporation Communications on website will be sent instead. Please provide the email address in English Capital Letters and the email address is used for notification of release of Corporate Communications only.)
(本公司會在日後發出在本公司網站登載公司通訊的通知至以上提供之電郵地址。如未有提供電郵地址，則會發出有關公司通訊已在網上刊發的通知信函予 閣下。請以英文正楷填寫電郵地址，而電郵地址僅供用作收取公司通訊網上版本發佈通知。)

☐ to receive the **printed English version** of Corporate Communications ONLY; **OR**
僅收取公司通訊之**英文印刷本**；**或**

☐ to receive the **printed Chinese version** of Corporate Communications ONLY; **OR**
僅收取公司通訊之**中文印刷本**；**或**

☐ to receive both **printed English and Chinese versions** of all Corporate Communications.
同時收取公司通訊之**英文及中文印刷本**。

Signature(s):
簽署：_____

Date:
日期：_____

_____
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

_____
Shareholder(s) registered address
股東的登記地址

_____
Contact Telephone Number
聯絡電話

Notes 附註：

1. Please complete all your details clearly.
請　閣下清楚填妥所有資料。
2. 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 Change Request Form in order to be valid.
如屬聯名股東，則本更改回條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，方爲有效。
3. The above instruction will apply to all future Corporate Communications to be sent to shareholders of the Company until you notify otherwise by reasonable notice in writing to the Company c/o the Company's share registrar, Tricor Standard Limited, 26/F., Tesbury Centre, 28 Queen's Road East, Wanchai, Hong Kong or by email (henderson97-ecom@hk.tricorglobal.com).
上述指示適用於將來寄發予本公司股東之所有公司通訊，直至 閣下發出合理時間的書面通知予本公司之股份登記處卓佳標準有限公司，地址爲香港灣仔皇后大道東 28 號金鐘匯中心 26 樓或以電郵方式(henderson97-ecom@hk.tricorglobal.com)另作選擇爲止。
4. Shareholders are entitled to change the choice of language and means of receipt of the Company's Corporate Communications at any time by reasonable notice in writing to the Company's share registrar or by e-mail (henderson97-ecom@hk.tricorglobal.com).
股東有權隨時發出合理時間的書面通知予本公司之股份登記處或以電郵方式(henderson97-ecom@hk.tricorglobal.com)，要求更改收取公司通訊之語言版本及方式。
5. If you have any queries relating to the completion of this Change Request Form, please call the Company's hotline on (852) 2980 1333 from 9:00 a.m. to 6:00 p.m. (Monday to Friday, excluding public holidays).
如　閣下對填寫本更改回條有任何疑問，請於上午九時正至下午六時正（星期一至星期五，公眾假期除外），致電本公司熱線 (852) 2980 1333 查詢。
6. For the avoidance of doubt, we do not accept any special instructions written on this Change Request Form.
爲免存疑，任何在本更改回條上的額外手寫指示，本公司將不予處理。

* *Corporate Communications include but not limited to (a) the directors' report, its annual accounts together with a copy of the auditor's report and where applicable, its summary financial report; (b) the interim report and where applicable, its summary interim report; (c) a notice of meeting; (d) a listing document; (e) a circular; and (f) a proxy form.*
公司通訊文件包括但不限於：(a)董事會報告、年度賬目連同核數師報告及如適用，財務摘要報告；(b)中期報告及如適用，中期摘要報告；(c)會議通告；(d)上市文件；(e)通函；及(f)委任代表書。

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郵寄標籤 MAILING LABEL

閣下寄回此更改回條時，請將郵寄標籤剪貼於信封上。
如在本港投寄毋須貼上郵票。
Please cut the mailing label and stick this on the envelope to return this Change Request Form to us.
No postage stamp necessary if posted in Hong Kong.

卓佳標準有限公司
Tricor Standard Limited
簡便回郵號碼 Freepost No. 37
香港 Hong Kong