## **CORPORATE COMMUNICATION REQUESTS**

Corporate Communication means any document issued or to be issued by CITIC Limited (the "Company") for the information or action of holders of any of its securities, which include but are 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 half-year report and, where applicable, summary half-year report; (c) a notice of meeting; (d) a listing document, (e) a circular and (f) a proxy form.

The English and Chinese versions of all Corporate Communications of the Company are available on the Company's website at <a href="www.citic.com">www.citic.com</a> (the "Company's website") and the Hong Kong Exchanges and Clearing Limited's website at <a href="www.hkexnews.hk">www.hkexnews.hk</a> ("HKEXnews website"). Shareholders and investors who would like to be notified when the Company publishes its Corporate Communications on the <a href="https://hkexnews.website">hkexnews.website</a> can register for the News Alerts service in the Market Data section of the <a href="https://hkexnews.website">hkex Market website</a>.

Pursuant to the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited, the Hong Kong Companies Ordinance and the Company's Articles of Association, the Company supplies Corporate Communications to shareholders by electronic means through the <a href="Company's website">Company's website</a> and the <a href="HKEXnews website">HKEXnews website</a> ("Electronic Form"), provided that the relevant shareholders have consented to receiving in Electronic Form.

A registered shareholder who has elected (is deemed to have elected) in Electronic Form but for any reason has difficulty in accessing the relevant Corporate Communication(s) electronically, or wishes to receive printed copies, the Company will promptly upon his/her request send the printed copy(ies) of Corporate Communication(s) to him/her free of charge.

A notification of posting of Corporate Communications on the <u>Company's website</u> will also be sent by post to non-registered shareholders whose shares in the Company (whether or not held through a broker or custodian) are kept in the Central Clearing and Settlement System (CCASS). Non-registered shareholders may request to receive the printed copy(ies) of Corporate Communications.

Registered shareholders and non-registered shareholders may at any time change their choice of language and/or means of receipt of all future Corporate Communications at any time by reasonable notice (of at least 7 days) in writing to the Company or the Company's Share Registrar, Tricor Tengis Limited (the "Share Registrar"), at 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong or by email to citic-ecom@hk.tricorglobal.com (See "Election of Language and Means of Receipt of Corporate Communications" below for details).

Shareholders who have any queries in relation to election of language and means of receipt of Corporate Communications may call the telephone hotline of the Company's Share Registrar at (852) 2980 1333 during business hours (9:00 a.m. to 5:00 p.m., Monday to Friday, excluding Hong Kong public holidays).

## **Election of Language and Means of Receipt of Corporate Communications**

Upon publication of Corporate Communication(s) by the Company, a registered shareholder/non-registered shareholder, who wishes to receive the relevant Corporate Communication(s) in printed form or in a language version other than his/her existing choice, may complete and submit the relevant Request Form to the Share Registrar by post to 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong, or by email to citic-ecom@hk.tricorglobal.com.

A registered shareholder/non-registered shareholder may at any time change his/her choice of language and/or means of receiving all future Corporate Communications with not less than 7 days' notice in writing to the Share Registrar by completing and submitting the relevant Request Form by post to 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong, or by email to citic-ecom@hk.tricorglobal.com. The change request will apply to the next Corporate Communication(s) and all future Corporate Communications of the Company until such time when the shareholder ceases to hold shares in the Company or he/she notifies the Share Registrar of any change by completing and submitting the relevant Request Form.

Request Forms for registered shareholders and non-registered shareholders to change their choice of language and/or means of receiving all future Corporate Communications and/or to request the Electronic Form:

- Corporate Communication Request Form for Registered Shareholders
- Corporate Communication Request Form for Non-registered Shareholders