

25 April 2025

Dear registered shareholder(s),

Reminder Letter regarding the Arrangement of Electronic Dissemination of Corporate Communications

Pursuant to Rule 2.07A of the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited (the “**Listing Rules**”) under the expansion of paperless listing regime and electronic dissemination of corporate communications that came into effect on 31 December 2023, and the notification letter dated 26 April 2024 titled “Arrangement of Electronic Dissemination of Corporate Communications”, Industrial and Commercial Bank of China Limited (the “**Bank**”) is writing to remind you that the Bank has adopted electronic dissemination of corporate communications (the “**Corporate Communications**”), which means any documents issued or to be issued by the Bank for the information or action of holders of any of its securities or the investing public, including but not limited to (a) the directors’ report, its annual accounts together with a copy of the auditors’ 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.

Please note that both the English and Chinese versions of all future Corporate Communications will be available electronically on the website of the Bank at www.icbc-ltd.com and the HKEXnews website at www.hkexnews.hk in place of printed copies (except for Actionable Corporate Communications^(Note)). Please proactively check the Bank’s website and the HKEXnews website to keep up with the publication of Corporate Communications.

Solicitation of electronic contact details

For those shareholders whose email addresses have not been received by the Bank: To ensure timely receipt of Actionable Corporate Communications^(Note), the Bank recommends you to provide your email address by scanning your personalized QR code printed on the reply form on the reverse side (the “**Reply Form**”). Alternatively, you may complete, sign and return the Reply Form to the Bank’s H share registrar (the “**H Share Registrar**”), Computershare Hong Kong Investor Services Limited, at 17M Floor, Hopewell Centre, 183 Queen’s Road East, Wanchai, Hong Kong.

If the Bank does not receive a functional email address in your reply, until such time that the functional email address is provided to the H Share Registrar, the Bank will send the Actionable Corporate Communications^(Note) in printed form in the future.

As an environment-conscious corporate citizen, the Bank encourages its shareholders to access the Corporate Communications via the Bank’s website. If you want to receive future Corporate Communications in printed form, please complete and return the Reply Form to the H Share Registrar or send an email to icbc.ecom@computershare.com.hk specifying your name, address and request to receive future Corporate Communications in printed form. Please note that such instruction shall be valid for one year starting from the receipt date of your instruction and will expire thereafter, unless it is revoked or superseded before its expiry.

Should you have any queries relating to this letter, please contact the H Share Registrar at (852) 2862 8688 during business hours from 9:00 a.m. to 6:00 p.m. (Hong Kong time), Mondays to Fridays, excluding Hong Kong public holidays.

The Board of Directors of
Industrial and Commercial Bank of China Limited

Note: Actionable Corporate Communication is any corporate communication that seeks instructions from issuer’s securities holders on how they wish to exercise their rights or make an election as the issuer’s securities holder, including but not limited to election forms in connection with a dividend payment (e.g. choice of scrip or cash dividend, currency); excess application forms or provisional allotment letters in connection with a rights issue; and acceptance forms in connection with takeovers, mergers and share buy-backs (including acceptance forms in general offers and acceptance and approval form in partial offers).

各位登記股東：

以電子方式發佈公司通訊之安排的提示信函

根據自2023年12月31日起生效的擴大無紙化上市機制及以電子方式發佈公司通訊規定下香港聯合交易所有限公司證券上市規則（「**上市規則**」）第2.07A條及日期為2024年4月26日有關「以電子方式發佈公司通訊之安排」之通知信函所述，中國工商銀行股份有限公司（「**本行**」）謹此提醒 閣下，本行已採用以電子方式發佈公司通訊（「**公司通訊**」）之安排，該公司通訊是指本行發出或將予發出以供其任何證券的持有人或投資大眾參照或採取行動的任何文件，包括但不限於(a)董事會報告、年度賬目連同審計報告副本以及財務摘要報告（如適用）；(b)中期報告及其中期報告摘要（如適用）；(c)會議通告；(d)上市文件；(e)通函；及(f)委任表格。

請注意，所有未來公司通訊的英文版和中文版將在本行網站www.icbc-ltd.com和香港交易所「披露易」網站www.hkexnews.hk上提供，以代替印刷本（可供採取行動的公司通訊^(附註)除外）。請 閣下主動查看本行和香港交易所「披露易」網站以留意公司通訊的發佈。

徵集電子聯絡資料

對於本行尚未收到其電子郵件地址的股東：為確保及時收到可供採取行動的公司通訊^(附註)，本行建議 閣下透過掃描本函背頁之回條（「**回條**」）上列印的 閣下專屬二維碼來提供 閣下的電子郵件地址。或者， 閣下亦可以填妥、簽署回條並交回本行的H股股份過戶登記處（「**H股股份過戶登記處**」）香港中央證券登記有限公司，地址為香港灣仔皇后大道東183號合和中心17M樓。

如果本行沒有收到 閣下的有效電子郵件地址，直至H股股份過戶登記處收到 閣下有效的電子郵件地址前，本行未來將以印刷本形式發送可供採取行動的公司通訊^(附註)。

為積極履行本行保護環境的社會責任，本行鼓勵股東通過本行網站瀏覽公司通訊。若 閣下希望收取未來公司通訊之印刷版，請填妥本函背頁之回條並交回H股股份過戶登記處，或發送電子郵件至icbc.ecom@computershare.com.hk，並註明 閣下的姓名、地址以及收取未來公司通訊印刷版的要求。請注意，除非 閣下提前撤回或修改了指示，否則收取未來公司通訊印刷版之指示由收悉 閣下指示當日起計一年內有效，此後將過期。

如 閣下對本函件有任何疑問，請於辦公時間星期一至五（香港公眾假期除外）上午9時正至下午6時正（香港時間）期間致電H股股份過戶登記處（852）2862 8688查詢。

中國工商銀行股份有限公司
董事會

2025年4月25日

附註：可供採取行動的公司通訊指任何涉及及要求發行人的證券持有人指示其擬如何行使其有關證券持有人的權利或作出選擇的公司通訊，例如有關派付股息的選擇表格（例如選擇以股息或現金股息、貨幣）、有關供股的額外申請表格及暫定配額通知書、有關收購、合併及股份回購的接納表格（包括全面要約的接納表格以及部分要約的接納及批准表格）。

To: Computershare Hong Kong Investor Services Limited
(The “H Share Registrar”)
17M Floor, Hopewell Centre
183 Queen’s Road East, Wanchai, Hong Kong

致： 香港中央證券登記有限公司
(「H股股份過戶登記處」)
香港灣仔皇后大道東183號
合和中心17M樓

(Please **choose ONLY ONE** of the options below)
(請從以下選項中只選擇其中一項)

Personalized QR Code
專屬二維碼

Option 1: I/we hereby provide my/our email address for receipt of future Actionable Corporate Communications^(Note 3) of Industrial and Commercial Bank of China Limited (the “Bank”) via electronic dissemination by scanning the personalized QR code

選項1： 本人／吾等現掃描專屬二維碼以提供本人／吾等之電子郵件地址，以接收中國工商銀行股份有限公司（「本行」）未來通過電子方式發佈的可供採取行動的公司通訊。（附註3）

You are **NOT required** to return this Reply Form if you choose Option 1.
如選擇了選項1，閣下無須交回本回條。

Option 2: I/we hereby provide my/our email address in writing for receipt of future Actionable Corporate Communications^(Note 3) of the Bank via electronic dissemination

選項2： 本人／吾等現以書面提供本人／吾等之電子郵件地址，以收到本行未來通過電子方式發佈的可供採取行動的公司通訊。(附註3)

Name of Securities holder(s) 證券持有人姓名：

Name of the listed company 上市公司名稱：

Industrial and Commercial Bank of China Limited
中國工商銀行股份有限公司

Email address 電郵地址：(Note 3／附註3)

[illegible]

Option 3: I/we hereby request for receipt of future Corporate Communications* in printed form and noted that this instruction is valid only for one year starting from the receipt date of instruction.^(Note 5) (Please mark "✓" in the below box if applicable)

選項3： 本人／吾等現要求收取未來公司通訊*印刷版，並已知悉本指示由收取指示日期起計一年內有效。^(附註5) (如適用，請在以下方格內劃上「✓」號)

☐ printed English version
英文印刷本

☐ printed Chinese version
中文印刷本

☐ both printed English and Chinese versions
英文及中文印刷本各一份

Signature(s): (Note 1)
 署名: (附註1)

Contact number:
聯絡電話號碼：

Date: 日期 .

Notes 附註

1. Please complete all your details clearly. If your shares are held in joint names, all of the joint shareholders should jointly send this Reply Form in order to be valid.
請清楚填妥 閣下之所有資料。如屬聯名持有，則本回條須由所有聯名股東聯合簽署，方為有效。
2. Any Reply Form with no signature or otherwise incorrectly completed will be void.
任何沒有簽署或其他方式填妥不正確之回條將會作廢。
3. If the Bank does not receive a functional email address in your reply, you will be unable to receive the Actionable Corporate Communications by email and the Bank will send the Actionable Corporate Communications to you in printed form in the future. Actionable Corporate Communication is any corporate communication that seeks instructions from issuer's securities holders on how they wish to exercise their rights or make an election as the issuer's securities holder, including but not limited to election forms in connection with dividend payments, proposals to increase application forms or provisional allotment letters in connection with a rights issue; and acceptance forms in connection with takeovers, mergers and share buy-backs (including acceptance forms in general offers and acceptance and approval form in partial offers).
如本行沒有收到閣下有效之電子郵件地址，閣下將無法透過電子郵件方式收取可供採擇行動之公司通訊，但本行仍將以印刷形式向閣下發送。可供採擇行動之公司通訊，可供採擇行動之公司通訊指任何涉及要求發行人的證券持有人指示其擬如何行使其權利之通訊，包括有關於股息派發或出現股息之選擇表格，例如有關配發的額外承配表格及承配表格，有關配發的額外承配表格及承配表格，有關收購、合併及股份回購的接納表格，包括全面要約的接納表格以及部分要約的接納表格及批准表格。
4. If you provide more than one email address by QR code, email, reply form and/or other means, only the latest one email address will be registered.
如閣下通過二維碼、電郵、回條及/或其他方法提供多個之電子郵件地址，只有 閣下最後提供之電子郵件地址將會被用於登記。
5. If your "mark" in the box in Option 3, no email address will be registered and only Corporate Communications in printed form will be received.
如 閣下在選填3方格內劃上「X」號，將不會有電子郵件地址被登記；只有公司通訊之印刷版會獲接收。
6. For the avoidance of doubt, the Bank does not accept any other instructions given in this Reply Form.
為免引起疑義，本行只接受上述通訊。

Unless otherwise specified, Corporate Communications refer to any document issued or to be issued by the Bank for the information or action of holders of any of its securities or the investing public, including but not limited to (a) the directors' report, its annual accounts together with a copy of the auditors' report and, where applicable, its summary financial report, (b) 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. 除非另有註明，公司通訊乃指本行發布或將予發布以供其任何證券的持有人或投資大眾參照或採取行动的任文件。其中包括但不限於(a)董事會報告，(b)年度賬目連同審計報告副本以及財務摘要報告，(c)中期報告及其中期報告摘要，(d)通函，(e)議決通知，(f)上市文件，(g)上市文件，(h)委託表格。

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").
- (ii) "Personal Data" means information relating to an individual, whether or not it is true or accurate, and whether or not it is recorded in any form, including but not limited to the following:
- (iii) (a) information that is collected or received by the Bank in connection with the Bank's electronic dissemination of Corporate Communications and to liaise with you on other matters relating to your holdings in the Bank. Your supply of Personal Data to the Bank is on a voluntary basis. In case of a failure to provide sufficient information, the Bank may not be able to process your instruction and/or request as stated in this Reply Form.
- (b) 閣下於本表格所填提供的個人資料資料(包括但不限於)有關貴方以電子方式發給本公司通知及就 閣下持有的本行證券有關的其他事項上 閣下聯絡。 閣下是自願向本行提供個人資料;若 閣下未能提供足夠資料,本行可能無法處理 閣下在本表格上所填資料及/或/或。
- (iv) Personal Data may be disclosed or transferred by the Bank to its subsidiaries, the HS Share Registrar, and/or other companies or bodies for any of the stated purposes, or when it is required to do so by law and will be retained for such period as may be necessary for the Bank to comply with the law and/or to discharge its legal duties.
- (v) 本行可將任何所填明的資料或依法例規定之資料,下 閣下的個人資料資料轉錄或轉給本行的附屬銀行、及/或任何其他公司或團體,並將在適當期間保留該等個人資料作資料及紀錄用途。
- (vi) 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 for access to and/or correction of your Personal Data should be in writing, by mail to Hong Kong Privacy Officer, HSBC Bank (Asia) Limited, 11th Floor, 118 Des Voeux Road East, Hong Kong (香港) or by email to privacy@hk.hsbcbank.com.
- (vii) 閣下有權根據《私隱條例》的規定查閱及/或修改 閣下的個人資料。任何該等查閱及/或修改個人資料的要求須以書面方式寄至本行香港私隱主任(地址為香港灣仔皇后大道東118號合和中心11樓)轉交,向香港私隱主任提出,或發送電郵至 privacy@hk.hsbcbank.com。



Mailing Label 郵寄標籤

Computershare Hong Kong Investor Services Limited
香港中央證券登記有限公司
Freeport 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 form to us.
No postage is necessary if posted in Hong Kong.

當閣下寄回此回條時，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。

