

25 April 2025

Dear non-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.

For those shareholders whose email addresses have not been received by the Bank from the Intermediaries: As a non-registered shareholder, you should liaise with your bank(s), broker(s), custodian(s), nominee(s) or HKSCC Nominees Limited through which your shares are held (collectively, the “Intermediaries”) and provide your email address to your Intermediaries.

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 on the reverse side 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 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).

各位非登記股東：

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。

對於本行尚未從中介公司收到其電子郵件地址的股東：作為非登記股東， 閣下應聯絡代 閣下持有股份的銀行、經紀、託管商、代理人或香港中央結算（代理人）有限公司（統稱「**中介公司**」），並向 閣下的中介公司提供 閣下的電子郵件地址。

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（例如選擇以股代息或現金股息、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）。



REPLY FORM 回條

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

REMINDER 提示

As a non-registered shareholder, you should liaise with your bank(s), broker(s), custodian(s), nominee(s) or HKSCC Nominees Limited through which your shares are held (collectively, the "Intermediaries") and provide your email address to your Intermediaries.

作為非登記股東，閣下應聯絡代 閣下持有股份的銀行、經紀、託管商、代理人或香港中央結算（代理人）有限公司（統稱「中介公司」），並向 閣下的中介公司提供 閣下的電子郵件地址。

Request for Future Corporate Communications* in printed form / 要求收取未來公司通訊*印刷版

I/we would like to receive future Corporate Communications* in printed form and noted that this instruction is valid only for one year starting from the receipt date of instruction. (Please mark "✓" in the below box if applicable)

本人／吾等欲收取未來公司通訊*的印刷版，並已知悉本指示由收取指示日期起計一年內有效。（如適用，請在以下方格內劃上「✓」號）

Name of the listed company (the "Bank"): **Industrial and Commercial Bank of China Limited**
上市公司（「本行」）名稱：**中國工商銀行股份有限公司**



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

Name(s) of Non-registered holder(s):
非登記股東姓名：

Signature(s): (Note 1)
簽名：(附註1)

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

Contact number:
聯絡電話號碼：

Date:
日期：

Notes 附註：

- This letter is addressed to non-registered holder(s) ("Non-registered holder" means such person or company whose shares are held in The Central Clearing and Settlement System (CCASS) 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*).
此函件乃向本行之非登記股東（「非登記股東」指股份存放於中央結算及交收系統的人士或公司，已透過香港中央結算有限公司不時向本行發出通知，表示欲收取公司通訊*）發出。
 - Please complete all your details clearly.
請 閣下清楚填妥所有資料。
 - Any form with no box marked "✓", with no signature or otherwise incorrectly completed will be void.
如未在本表格方格內劃上「✓」號、或未有簽署、或在其他方面填寫不正確，則本表格將會作廢。
 - For the avoidance of doubt, the Bank does not accept any other instructions given on this Reply Form.
為免存疑，在本回條上的任何額外指示，本行將不予處理。
- * 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) 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.
除非另有註明，公司通訊乃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，其中包括但不限於(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。

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").
本聲明中所指的「個人資料」與香港法例第486章《個人資料（私隱）條例》（「《私隱條例》」）中「個人資料」的涵義相同。
- Your Personal Data provided in this Reply Form will be used in connection with the Bank's electronic dissemination of Corporate Communications. 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 instructions and/or requests as stated in this Reply Form.
閣下於本回條所提供的個人資料將用於有關本行以電子方式發佈公司通訊的事宜上。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 閣下在本回條上所述的指示及／或要求。
- Your Personal Data may be disclosed or transferred by the Bank to its subsidiaries, the H 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 our verification and record purposes.
閣下就任何所說明的用途或在法例規定的情況下，將 閣下的個人資料披露或轉移給本行的附屬公司、H股股份過戶登記處、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。
- 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 the Hong Kong Privacy Officer of the H Share Registrar at 17M Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong or by email at PrivacyOfficer@computershare.com.hk.
閣下有權根據《私隱條例》的條文查閱及／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均須以書面方式郵寄至H股股份過戶登記處（地址為香港灣仔皇后大道東183號合和中心17M樓）向香港隱私主任提出，或發送電郵至 PrivacyOfficer@computershare.com.hk。



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

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。

