

## **ARRANGEMENT FOR DISSEMINATION OF CORPORATE COMMUNICATIONS**

Corporate Communications refer to any document issued or to be issued by Sun Hung Kai & Co. Limited (the “Company”) for the information or action of holders of any of its securities, including, but not limited to, the directors’ report and annual accounts together with a copy of the auditors’ report, the interim report, a notice of meeting, a listing document, a circular and a proxy form.

The English and Chinese versions of all Corporate Communications of the Company are available on the Company’s website at [www.shkco.com](http://www.shkco.com) and the website of The Stock Exchange of Hong Kong Limited (the “Stock Exchange”) at [www.hkexnews.hk](http://www.hkexnews.hk) (“HKEXnews website”). Shareholders of the Company (“Shareholders”) and investors who would like to be notified when the Company publishes its Corporate Communications on the HKEXnews website may subscribe for the News Alerts service on the Stock Exchange website.

Pursuant to the Rules Governing the Listing of Securities on the Stock Exchange, the Hong Kong Companies Ordinance and the Company’s Articles of Association, the Company supplies Corporate Communications to Shareholders (i) in printed form, in English and/or Chinese (the “Printed Version”) or (ii) by electronic means (other than Actionable Corporate Communications <sup>(Note)</sup>) through the Company’s website and the HKEXnews website (the “Electronic Version”).

The Company will seek instruction from each new registered shareholder of his/her preference in receiving all future Corporate Communications. If no response is received within a period of 28 days, the registered shareholder will be deemed to have elected the Electronic Version instead of the Printed Version, and a notification of posting of Corporate Communications on the Company’s website will be sent to the shareholder in the future by email or, if no email address is provided, by post to the registered shareholder’s address as it appears in the Company’s register of members.

The Company will dispatch the Printed Version of Corporate Communications to the registered shareholder’s address pursuant to his/her request (See “Election of Language and Means of Receipt of Corporate Communications” below for details), or if instruction has not been sought from them for their preference in receiving Corporate Communications, or if the Corporate Communications are Actionable Corporate Communications.

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

A notification of posting of Corporate Communications on the Company's website will also be sent by post to non-registered shareholders whose shares in the Company are kept in the Central Clearing and Settlement System (CCASS) and who has notified the Company from time to time through Hong Kong Securities Clearing Company Limited to receive Corporate Communications of the Company. Non-registered shareholders may request to receive the Printed Version of Corporate Communications (See "Election of Language and Means of Receipt of Corporate Communications" below for details).

Registered shareholders and non-registered shareholders may from time to time change their choice of language or means of receipt of all future Corporate Communications by giving written notice to the Company's share registrar ("Registrar") (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 enquiry hotline of the Registrar on (852) 2980 1333 during business hours (9:00 am to 5:00 pm, 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 on the Company's website, 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 corresponding change request form /request form to the Registrar by post or by hand to Tricor Secretaries Limited of 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong.

A registered shareholder/non-registered shareholder may at any time change his/her choice of language and/or means of receipt of all future Corporate Communications by giving reasonable notice in writing (not less than seven days) to the Registrar by post to the above address or by email to [shk86-ecom@vistra.com](mailto:shk86-ecom@vistra.com). The change request will apply to 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 Registrar of any change of preference by giving reasonable notice in writing to the Registrar in the manner mentioned above.

*Note:*

*Actionable Corporate Communication(s) refers to any Corporate Communication that seeks instruction from the Company's securities holders on how they wish to exercise their rights or make an election as securities holder. For the avoidance of doubt, Actionable Corporate Communications do not include notices of general meetings and proxy forms. The Company will send the Printed Version of the Actionable Corporate Communications to its securities holders individually.*