

CHINA COMMUNICATIONS SERVICES CORPORATION LIMITED (Stock Code: 552)

Rights Issue Guide

What to do with your PAL and EAF

Option 1:
Take up all your Nil Paid H Rights

DEADLINE:
4:00 p.m. on 1 February 2012

- Unless otherwise agreed by the Company, make out a crossed cheque or obtain a cashier's order in Hong Kong dollars payable to "**Bank of Communications (Nominee) Co. Ltd. – CHINA COMSERVICE – PAL**" for the full amount indicated in Box C of Form A on page 1 of your PAL. Cheques must be drawn on a bank account with, or cashier's orders must be issued by, a licensed bank in Hong Kong.
- On the PAL, write down the name of the Company on which your cheque or cashier's order is drawn, the cheque or cashier's order number, and your contact telephone number.
- Write your name and Identifier (the number indicated in the middle of Form A on page 1 of your PAL) on the back of your cheque or cashier's order and staple the cheque or cashier's order to your PAL.
- Submit the duly completed PAL and the relevant cheque or cashier's order to H Share Registrar at shops 1712–1716, 17th Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong or 3rd Floor, Futura Plaza, 111–113 How Ming Street, Kwun Tong, Kowloon, Hong Kong before 4:00 p.m. on 1 February 2012.

Please note that all cheques and cashier's orders will be presented for payment immediately following receipt. If any cheque or cashier's order accompanying the PAL is dishonoured on first presentation, the application is liable to be rejected.

Option 2:
Sell all your Nil Paid H Rights in the market

DEADLINE:
4:00 p.m. on 27 January 2012

Take your PAL to your broker as soon as possible if you wish to sell all your Nil Paid H Rights in the market. You should sign on Form B (all joint shareholders must sign). You should take your PAL to your broker in sufficient time for your broker to sell all your Nil Paid H Rights before dealing in Nil Paid H Rights ends at 4:00 p.m. on 27 January 2012. Your broker may charge a fee for this service as agreed with you.

Option 3:
Transfer all your Nil Paid H Rights

DEADLINE:
4:00 p.m. on 1 February 2012

Transfer all your Nil Paid H Rights (to a specific person rather than through a broker) by completing and signing on the Form of Transfer (Form B on page 2 of your PAL).

If the transferee wishes to take up the Nil Paid H Rights, he/she may lodge the PAL along with the remittance (a cheque drawn on a bank account with, or cashier's order issued by, a licensed bank in Hong Kong) in accordance with Option 1 above directly to H Share Registrar at shops 1712–1716, 17th Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong before 4:00 p.m. on 1 February 2012.

It should be noted that Hong Kong stamp duty is payable in connection with the transfer of your Nil Paid H Rights to the transferee(s) and the acceptance by the transferee(s) of such rights.

Option 4:
Take up/Sell/Transfer some of your Nil Paid H Rights

DEADLINE:
Splitting: 4:30 p.m. on 19 January 2012
Selling: 4:00 p.m. on 27 January 2012
Transfer/Take up: 4:00 p.m. on 1 February 2012

- Split your Nil Paid H Rights by delivering your PAL in person to Computershare Hong Kong Investor Services Limited ("Computershare") for cancellation, together with a cover letter stating clearly the number of split PALs required and the number of Nil Paid H Rights to be comprised in each split PAL (which, in aggregate, should be equal to the number of Nil Paid H Rights provisionally allotted to you as stated in Box B of Form A on page 1 of your original PAL). Your newly split PALs will be available for collection from Computershare at Shops 1712–1716, 17th Floor, Hopewell Centre, 183 Queen's Road East, Wan Chai, Hong Kong. You may then deal with your Nil Paid H Rights set out in each split PAL in accordance with Options 1, 2, 3 and 4. The deadline for splitting is 4:30 p.m. on 19 January 2012.
- You may take up, sell or transfer some of your Nil Paid H Rights. You will first need to split your PAL (see paragraph 1 above). You should then (i) follow the steps outlined in Option 1 above in respect of those Nil Paid H Rights that you wish to take up or (ii) follow the steps outlined in Option 2 above in respect of those Nil Paid H Rights that you wish to sell or (iii) follow the steps outlined in Option 3 above in respect of those Nil Paid H Rights that you wish to transfer. You should note that any of your Nil Paid H Rights that are not taken up by you after splitting or that are not sold or transferred by you to any other person will lapse after 4:00 p.m. on 1 February 2012.

Option 5:
Take up more Nil Paid H Rights through excess application

DEADLINE:
4:00 p.m. on 1 February 2012

- Make out a crossed cheque or obtain a cashier's order in Hong Kong dollars payable to "**Bank of Communications (Nominee) Co. Ltd. – CHINA COMSERVICE – EAF**" for the number of excess H Rights Shares that you want to apply for. Unless otherwise agreed by the Company, cheques must be drawn on a bank account with, or cashier's order must be issued by, a licensed bank in Hong Kong.
- Write down the number of excess H Rights you wish to apply for and the total amount payable in the appropriate boxes on the lower portion of the EAF. **The example below is for illustration purpose only.**
Write down the number of excess H Rights Shares you want to apply for and the total amount payable in the following appropriate boxes in ink (preferably in black) and mark "X" in the corresponding boxes underneath.
請在以下適當空格內用墨水筆（以黑色為佳）填寫 閣下擬申請之額外 H 股供股股份數目及應付股款總額，並在其下相應空格內加上「X」。

Number of excess H Rights Shares applied for 所申請之額外 H 股供股股份數目					Total Amount Payable (HK\$) 應付股款總額 (港元)											
			1	2	3	4	5			3	9	3	8	0	5	5
0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1	1	1	1	1	X	1	1	1	1	1	1	1	1	1	1	1
2	2	2	2	2	2	X	2	2	2	2	2	2	2	2	2	2
3	3	3	3	3	3	3	X	3	3	3	3	3	3	3	3	3
4	4	4	4	4	4	4	4	X	4	4	4	4	4	4	4	4
5	5	5	5	5	5	5	5	5	X	5	5	5	5	5	X	X
6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6
7	7	7	7	7	7	7	7	7	7	7	7	7	7	7	7	7
8	8	8	8	8	8	8	8	8	8	8	X	8	8	8	8	8
9	9	9	9	9	9	9	9	9	9	9	9	X	9	9	9	9

- On the EAF, write down the name of the Company on which your cheque or cashier's order is drawn, the cheque or cashier's order number, and your contact telephone number. **You should sign on the EAF** (all joint shareholders must sign).
- Write your name and Identifier (the number indicated on the top right hand corner of your EAF) on the back of your cheque or banker's cashier's order and staple the cheque or cashier's order to your EAF.
- Submit the duly completed EAF and the relevant cheque or cashier's order to Shops 1712–1716, 17th Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong before 4:00 p.m. on 31 January 2012 or 3rd Floor, Futura Plaza, 111–113 How Ming Street, Kwun Tong, Kowloon, Hong Kong.

Please note that all cheques and cashier's order will be presented for payment immediately following receipt. If any cheque or cashier's order accompanying the EAF is dishonoured on first presentation, the application is liable to be rejected.

Option 6:
Do nothing (let your Nil Paid H Rights lapse)

If you do not wish to take up or sell any of your Nil Paid H Rights then you do not need to return your PAL and EAF. Your Nil Paid H Rights will lapse after 4:00 p.m. on 31 January 2012. Your provisional allotment and all Nil Paid H Rights and entitlements hereunder will be deemed to have been declined and will be cancelled and such Nil Paid H Rights will be available for application through EAF by other Qualified H Shareholders.

IMPORTANT INFORMATION

Key Dates

17 January 2012	First day of dealings in Nil Paid H Rights
19 January 2012 (4:30 p.m.)	Latest time for splitting Nil Paid H Rights
27 January 2012	Last day of dealings in Nil Paid H Rights
1 February 2012 (4:00 p.m.)	Latest time for acceptance of, and payment for, H Rights Shares and application for excess H Rights Shares
6 February 2012	Announcement of results of the H Share Rights Issue
8 February 2012	Despatch of share certificates and refund cheque, where applicable
10 February 2012 (9:00 a.m.)	First day of dealings in H Rights Shares

Computershare Hong Kong Investor Services Limited: Shops 1712–1716, 17th Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong.

Terms defined in the H Share Rights Issue Prospectus shall bear the same meanings when used herein unless the context otherwise requires.

Please note that further details regarding the H Share Rights Issue which are contained in the H Share Rights Issue Prospectus is available on the Company's website: www.chinaccs.com.hk or on the website of the HK Stock Exchange www.hkexnews.hk.

If you have questions in relation to the H Share Rights Issue, please call the H Shareholder hotline on (852) 2862 8648.