



# The Hong Kong Building and Loan Agency Limited

## 香港建屋貸款有限公司

(Incorporated in Hong Kong with limited liability)

(Stock code: 145)

### Form of Proxy for use as at the Annual General Meeting to be held on Monday, 15 June 2020, at 10:00 a.m. (or any adjournment thereof)

I/We, <sup>(Note 1)</sup> \_\_\_\_\_  
of \_\_\_\_\_  
being the registered holder(s) of \_\_\_\_\_ share(s) <sup>(Note 2)</sup> of  
The Hong Kong Building and Loan Agency Limited (the "Company"), HEREBY APPOINT the Chairman of the annual general meeting of the Company  
(the "Meeting") or <sup>(Note 3)</sup> \_\_\_\_\_  
of \_\_\_\_\_

to act as my/our proxy to attend and vote for me/us on my/our behalf at the Meeting to be held at Room 1801-4, 18/F., Harcourt House, 39 Gloucester Road, Wanchai, Hong Kong on Monday, 15 June 2020 at 10:00 a.m., or any adjournment thereof. I/We direct that my/our vote(s) be cast on the specified resolutions as indicated hereinunder. In absence of any indication, the proxy may abstain or vote for or against the resolution(s) at his/her own discretion <sup>(Note 4)</sup>.

Please tick "✓" in the appropriate boxes below to indicate how you wish your vote(s) to be cast.

ORDINARY RESOLUTIONS		FOR <sup>(Note 4)</sup>	AGAINST <sup>(Note 4)</sup>
1.	To receive, consider and approve the audited consolidated financial statements of the Company and its subsidiaries and the reports of the directors and of the auditors of the Company for the year ended 31 December 2019		
2.	(a) To re-elect Dr. Li Ai Guo as a director of the Company		
	(b) To re-elect Mr. Huang Lizhi as a director of the Company		
3.	To re-appoint Messrs. HLB Hodgson Impey Cheng Limited as the auditors of the Company and to authorise the board of directors of the Company to fix their remuneration		
4.	To grant a general unconditional mandate to the directors to allot, issue and deal with additional shares of the Company not exceeding 20% of the issued share total number of the Company as at the date of this resolution		
5.	To grant a general unconditional mandate to the directors to buy-back shares of the Company not exceeding 10% of the total number of issued shares of the Company as at the date of this resolution		
6.	Conditional on the passing of resolutions 4 and 5 above, to extend the general mandate granted by resolution 4 by adding thereto the shares bought back pursuant to the general mandate granted by resolution 5		
7.	To refresh the Scheme Mandate Limit of Share Option Scheme		

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2020.

Signature <sup>(Note 5)</sup> : \_\_\_\_\_

#### Notes:

- Full name(s) and address(es) are to be inserted in **BLOCK CAPITALS**. The names of all joint registered holders should be stated.
- Please insert the number of shares of the Company registered in your name(s). If no number is inserted, this form of proxy will be deemed to relate to all the shares in the capital of the Company registered in your name(s).
- If any proxy other than the Chairman of the Meeting is preferred, please delete the words "the Chairman of the annual general meeting of the Company (the "Meeting") or" and insert the name and address of the proxy appointed in the space provided. A proxy needs not be a member of the Company but must attend the Meeting in person to represent you.
- IMPORTANT: IF YOU WISH TO VOTE FOR ANY RESOLUTION, PLEASE TICK IN THE BOX MARKED "FOR" OPPOSITE TO SUCH PROPOSED RESOLUTION. IF YOU WISH TO VOTE AGAINST A RESOLUTION, TICK IN THE BOX MARKED "AGAINST" OPPOSITE TO SUCH PROPOSED RESOLUTION.** Failure to tick a box will entitle your proxy to abstain from voting or cast for at his/her/its discretion in respect of that particular resolution. Your proxy will also be entitled to abstain from voting or vote at his/her/its discretion on any resolution properly put to the Meeting (or any adjournment thereof) other than those set out in the notice convening the Meeting.
- The form of proxy must be signed by a registered shareholder, or his/her/its attorney duly authorised in writing, or if the registered shareholder is a corporation, either executed under its common seal or under the hand of an officer, attorney or other person so authorised.
- Where there are joint holders of any share of the Company, any one of such persons may vote at the Meeting, either personally or by proxy, in respect of such shares as if he/she/it was solely entitled thereto, but if more than one of such joint holders are present at the Meeting, personally or by proxy, that one of the said person so present whose name stands first on the register of members of the Company in respect of such share shall alone be entitled to vote in respect thereof.
- To be valid, this form of proxy, together with any power of attorney or other authority (if any) under which it is signed or a notarially certified copy of such power or authority must be deposited at the Company's share registrar, Tricor Tengis Limited at Level 54, Hopewell Centre, 183 Queen's Road East, Hong Kong not later than 48 hours before the time appointed for holding the Meeting or any adjournment thereof (as the case may be).
- ANY ALTERATION MADE TO THIS FORM OF PROXY SHOULD BE INITIALED BY THE PERSON(S) WHO SIGN(S) IT.**
- Completion and return of this form of proxy will not preclude you from attending and voting in person at the Meeting or any adjournment thereof (as the case may be) if you so wish and in such event, the authority of this form of proxy will be deemed to have been revoked.
- If Typhoon Signal No. 8 or above, or a "black" rainstorm warning is in effect any time after 8:00 a.m. on the date of the annual general meeting, the meeting will be postponed. The Company will post an announcement on the Company's website <http://www.hkbla.com.hk> and the "Latest Company Announcements" page of The Stock Exchange of Hong Kong Limited's website to notify shareholders of the Company of the date, time and place of the rescheduled meeting, if any.

#### PERSONAL INFORMATION COLLECTION STATEMENT

- "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").
- Your Personal Data is supplied to the Company on a voluntary basis. Failure to provide information may render the Company not able to process your instructions and/or request as stated in this proxy form.
- Your Personal Data may be disclosed or transferred by the Company to its subsidiaries, share registrar, the branch share registrar in Hong Kong, and/or other companies or bodies for any of the stated purposes, and retained for such period as may be necessary for verification and record purposes.
- 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 and sent to the Personal Data Privacy Officer of Tricor Tengis Limited.