

## Change Request Form 變更申請表

**To: Greentown China Holdings Limited (“Company”)**  
c/o Computershare Hong Kong Investor Services Limited  
17M Floor, Hopewell Centre, 183 Queen’s Road East,  
Wanchai, Hong Kong

**致： 綠城中國控股有限公司\*（「本公司」）**  
經香港中央證券登記有限公司  
香港灣仔皇后大道東 183 號  
合和中心 17M 樓

I/We would like to receive the Corporate Communications<sup>#</sup> of the Company as indicated below:

本人／我們希望以下列方式收取本公司通訊<sup>#</sup>：

(Please cross **ONLY ONE (X)** of the following boxes)

(請從下列選擇中，僅在其中一個空格內劃上「X」號)

- read the **Website Version** of all future Corporate Communications published on the Company’s website in place of receiving printed copies; **OR**  
瀏覽在本公司網站刊發之公司通訊網上版本以代替收取印刷本；**或**
- to receive the **printed English version** of all future Corporate Communications **ONLY**; **OR**  
僅收取公司通訊之英文印刷本；**或**
- to receive the **printed Chinese version** of all future Corporate Communications **ONLY**; **OR**  
僅收取公司通訊之中文印刷本；**或**
- to receive both **printed English and Chinese versions** of all future Corporate Communications.  
同時收取公司通訊之英文及中文印刷本。

Contact telephone number  
聯絡電話號碼

Signature  
簽名

Date  
日期

**Notes 附註：**

- Please complete all your details clearly.  
請 閣下清楚填寫所有資料。
- If the Company does not receive this Change Request Form by 22 October 2020, all future Corporate Communications will be sent out in the manner specified in the Company’s letter dated 22 September 2020.  
倘若本公司於 2020 年 10 月 22 日仍未收到 閣下的變更申請表，本公司將按 2020 年 9 月 22 日之本公司函件內所述之方式把公司通訊寄予 閣下。
- By selection to read the Website Version of the Corporate Communications published on the Company’s website in place of receiving printed copies, you have expressly consented to waive the right to receive the Corporate Communications in printed form.  
在選擇瀏覽在本公司網站發行之公司通訊網上版本以代替收取印刷本後，閣下已明示同意放棄收取公司通訊文件印刷本的權利。
- If your shares are held in joint names, the shareholder whose name stands first on the register of members of the Company in respect of the joint holding should sign on this Reply Form in order to be valid.  
如屬聯名股東，則本回條須由該名於本公司股東名冊上就聯名持有股份其姓名位列首位的股東簽署，方為有效。
- The above instruction will apply to all future Corporate Communications to be sent to shareholders of the Company until you notify otherwise by reasonable notice in writing to the Company’s share registrar, Computershare Hong Kong Investor Services Limited, 17M Floor, Hopewell Centre, 183 Queen’s Road East, Wanchai, Hong Kong. You are entitled to change your election of language and means of receipt of the Company’s Corporate Communication at any time by reasonable notice in writing to the Company’s Share Registrar. Such notice may also be sent via email to [GreentownChina.ecom@computershare.com.hk](mailto:GreentownChina.ecom@computershare.com.hk), specifying your name, address and request. 上述指示適用於將來發予本公司股東之所有公司通訊，直至 閣下發出合理時間的書面通知予本公司之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 樓另作選擇為止。閣下有權隨時發出合理書面通知本公司股份過戶登記處，要求更改選擇公司通訊的語言版本及收取方式。閣下亦可透過電郵發出以上通知，註明 閣下的姓名，地址及要求，電郵地址為：[GreentownChina.ecom@computershare.com.hk](mailto:GreentownChina.ecom@computershare.com.hk)。
- All Future Corporate Communications in both printed English and Chinese versions will be available for inspection from the Company or the Company’s share registrar upon request.  
本公司或本公司股份過戶登記處將備有所有公司通訊之英、中文印刷本以供索閱。
- The shareholders are entitled to change the choice of means of receipt and language of the Company’s Corporate Communication at any time by reasonable notice in writing to the Company share registrar.  
股東有權隨時發出合理書面通知本公司股份過戶登記處，要求更改收取公司通訊文件之選擇。
- For the avoidance of doubt, no additional instructions (other than those imprinted herein) written on this form will be processed.**  
**為免存疑，任何在本回條寫上的額外指示（本回條上所印列之指示除外）將不予處理。**

\* For identification purpose only  
僅供識別

# Corporate Communications includes 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, summary interim report; (c) a notice of meeting; (d) a listing document; (e) a circular; and (f) a proxy form.  
公司通訊文件包括但不限於：(a) 董事會報告、年度財務報表連同核數師報告及如適用，財務摘要報告；(b) 中期報告及如適用，中期摘要報告；(c) 會議通告；(d) 上市文件；(e) 通函；及(f) 委任代表表格。