



瑞安房地產  
SHUI ON LAND

## Shui On Land Limited 瑞安房地產有限公司\*

(Incorporated in the Cayman Islands with limited liability)  
(於開曼群島註冊成立之有限責任公司)

(Stock Code : 272)  
(股份代號 : 272)

28 April 2020

Dear Non-registered holders <sup>(Note)</sup>,

### Shui On Land Limited (the "Company") Notice of publication of 2019 Annual Report and Circular

We are pleased to inform you that the English and Chinese versions of the Company's 2019 Annual Report and Circular (the "Current Corporate Communication") are now available on the Company's website at [www.shuionland.com](http://www.shuionland.com) and the website of Hong Kong Exchanges and Clearing Limited (HKExnews) at [www.hkexnews.hk](http://www.hkexnews.hk). You may access the Current Corporate Communication by clicking "Financial Reports" and "Prospectuses / Circulars" under "Investor Relations" on the homepage of the Company's website.

If you wish to receive a printed copy of the Current Corporate Communication or if you have any difficulty in receiving or gaining access to the Current Corporate Communication posted on the Company's website, please complete the request form (the "Request Form") on the reverse side and send it to the Company c/o the Company's branch share registrar in Hong Kong, Computershare Hong Kong Investor Services Limited (the "Company's Branch Share Registrar"), by post using the mailing label at the bottom of the Request Form (no stamp is needed if posted in Hong Kong). The address of the Company's Branch Share Registrar is 17M Floor, Hopewell Centre, 183 Queen's Road East, Wan Chai, Hong Kong. You may also send an email with a scanned copy of the completed Request Form to [sol.ecom@shuion.com.cn](mailto:sol.ecom@shuion.com.cn). The Company's Branch Share Registrar will send the printed copy of the Current Corporate Communication to you upon receipt of the Request Form.

Should you have any queries in relation to this letter, please contact the Company's Branch Share Registrar at (852) 2862 8688 during business hours (9:00 a.m. to 6:00 p.m., Monday to Friday, excluding public holidays).

Yours faithfully,  
For and on behalf of  
**Shui On Land Limited**  
**UY Kim Lun**  
Company Secretary

Note: This notification letter is being sent to the non-registered holders of the shares of the Company, whose shares are held in Central Clearing and Settlement System (CCASS) and who have notified the Company through Hong Kong Securities Clearing Company Limited that they wish to receive the Current Corporate Communication. If you have sold or transferred your shares in the Company, please disregard this notification letter and the Request Form enclosed.

\* For identification purpose only

致各位非登記股份持有人<sup>(附註)</sup>：

### 瑞安房地產有限公司（「本公司」） 2019 年年度報告及通函之發佈通知

本公司欣然知會閣下本公司之 2019 年年度報告及通函（「本次公司通訊文件」）的中、英文版本已在本公司網站（[www.shuionland.com](http://www.shuionland.com)）及香港交易及結算有限公司之披露易網站（[www.hkexnews.hk](http://www.hkexnews.hk)）登載。閣下可於本公司網址首頁點擊「投資者關係」一欄下的「財務報告」及「招股書 / 通函」，即可下載及瀏覽本次公司通訊文件。

倘閣下欲收取本次公司通訊文件之印刷本或在收取或接收於本公司網站登載之本次公司通訊文件時出現困難，請填妥在本函背面的申請表格（「申請表格」），並使用申請表格下方的郵寄標籤（如在香港投寄則毋須貼上郵票）寄回本公司香港股份過戶登記分處香港中央證券登記有限公司（「本公司股份過戶登記分處」），地址為香港灣仔皇后大道東183號合和中心17M樓。閣下亦可把已填妥之申請表格的掃描副本電郵到 [sol.ecom@shuion.com.cn](mailto:sol.ecom@shuion.com.cn)。本公司股份過戶登記分處在收到申請表格後會寄發本次公司通訊文件的印刷本予閣下。

閣下如有任何與本函有關的疑問，請於辦公時間內（星期一至五，上午 9 時正至下午 6 時正，公眾假期除外）致電本公司股份過戶登記分處電話熱線(852)2862 8688 查詢。

瑞安房地產有限公司  
公司秘書  
黃金倫  
謹啓

二零二零年四月二十八日

附註：本通知函件收件對象為本公司非登記股份持有人。該等人士的股份存放於中央結算及交收系統（中央結算系統）及他們已經通過香港中央結算有限公司通知本公司，希望收到本次公司通訊文件。如果閣下已出售或轉讓所持有的本公司股份，則無需理會本通知函件及所附申請表格。

\* 僅供識別



## Request Form 申請表格

To: **Shui On Land Limited (the "Company")**  
**(Stock Code: 272)**  
 c/o Computershare Hong Kong Investor Services Limited  
 17M Floor, Hopewell Centre,  
 183 Queen's Road East,  
 Wanchai, Hong Kong

致: **瑞安房地產有限公司\*\* (「本公司」)**  
**(股份代號: 272)**  
 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 a printed copy of the **2019 Annual Report and Circular** and future Corporate Communication\* of the Company as indicated below:

本人/我們希望以下列方式收取 貴公司之 **2019 年年度報告及通函**及公司通訊\*之印刷本:

(Please mark **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)

- to receive the **printed English version** of all future Corporate Communication 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 Communication ONLY, OR  
 僅收取公司通訊之**中文印刷本**, 或
- to receive both the **printed English and Chinese versions** of all future Corporate Communication.  
 同時收取公司通訊之**英文及中文印刷本**。

Signature  
 簽名

Contact telephone  
 number  
 聯絡電話號碼

Date  
 日期

## Notes 附註:

- This Request Form is to be completed by the non-registered holders of the shares of the Company, whose shares are held in Central Clearing and Settlement System (CCASS) and who have notified the Company through Hong Kong Securities Clearing Company Limited that they wish to receive the 2019 Annual Report and Circular and future Corporate Communication. Please complete all your details clearly.  
 本申請表格應由本公司非登記股份持有人填寫。該等人士的股份存放於中央結算及交收系統(中央結算系統), 他們並已經通過香港中央結算有限公司通知本公司, 希望收到 2019 年年度報告及通函及公司通訊。請 閣下清楚填寫所有資料。
  - Any form with more than one box marked (X), with no box marked (X), with no signature or otherwise incorrectly completed will be void.  
 如在本表格作出超過一項選擇、或未有作出選擇、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, we do not accept any special instructions written on this Request Form.  
 為免存疑, 任何在本申請表格上的額外手寫指示, 本公司將不予處理。
- \* Corporate Communication refers to any document(s) issued or to be issued by the Company for the information or action of the holders of any of its securities, including but not limited to (a) the directors' report, its annual accounts together with a copy of the auditor's 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.  
 公司通訊指本公司刊發或將予刊發以供其任何證券的持有人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。

\*\* For identification purpose only  
 僅供識別

## 郵寄標籤 MAILING LABEL

香港中央證券登記有限公司  
 Computershare Hong Kong Investor Services Limited  
 簡便回郵號碼 Freepost No. 37  
 香港 Hong Kong

閣下寄回此申請表格時, 請將郵寄標籤剪貼於信封上。  
**如在本港投寄毋須貼上郵票。**  
 Please cut the mailing label and stick it on the envelope  
 to return this Request Form to us.  
**No postage stamp necessary if posted in Hong Kong.**

## Get in touch with us 與我們聯繫

Send us an enquiry 垂詢  
 Rate our service 評價  
 Lodge a complaint 投訴



Contact Us 聯繫我們

www.computershare.com/hk/contact