



(Stock Code: 388)

21 November 2013

Dear Shareholder

Letter to Existing Registered Shareholders

– Notice of Publication of Quarterly Report for the nine months ended 30 September 2013 (“Current Corporate Communication”)

The English and Chinese versions of the Current Corporate Communication of Hong Kong Exchanges and Clearing Limited (“HKEx”) are available under the About HKEx – Financial Statements section of the HKEx website (www.hkex.com.hk) and the HKExnews website (www.hkexnews.hk). If you have elected to receive the Corporate Communications^(Note) in printed form, the printed version of your selected language(s) is/are enclosed.

If you wish to (i) receive the Current Corporate Communication in printed form or in the language version other than your existing choice; and/or (ii) change your choice of language or means of receiving all future Corporate Communications, please complete, sign and return the enclosed request form to the HKEx’s registrar, Hong Kong Registrars Limited by post (using the mailing label at the bottom of the request form) or by email at hkex.ecom@computershare.com.hk.

You may at any time change your choice of language and means of receiving Corporate Communications by giving not less than 7 days’ notice in writing to HKEx’s registrar, Hong Kong Registrars Limited (by post to 17M Floor, Hopewell Centre, 183 Queen’s Road East, Wanchai, Hong Kong or by email at hkex.ecom@computershare.com.hk). Even if you have elected (or are deemed to have elected) to access the Corporate Communications by electronic means through the HKEx website (“Electronic Version”) but for any reason have difficulty in accessing the relevant Corporate Communication electronically, or wish to receive printed copies, HKEx will promptly upon receiving your request send the printed form to you free of charge.

You are encouraged to elect the Electronic Version which helps conserve the environment, and we believe that it is also the most prompt, efficient and convenient method of communication with Shareholders. Should Shareholders elect the Electronic Version, HKEx will donate HK\$50 to a charity with a focus on environmental protection, subject to a cap of HK\$100,000 per annum.

Should you have any queries in relation to this letter, please call our registrar’s enquiry hotline on (852) 2862 8688 during business hours (9:00 am to 6:00 pm, Monday to Friday, excluding Hong Kong public holidays).

Yours faithfully
Joseph Mau
Company Secretary

Encl.

Note: Corporate Communication refers to any document issued or to be issued by HKEx 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 auditor’s report, the interim report, a notice of meeting, a listing document, a circular and a proxy form.

香港交易及結算所有限公司
Hong Kong Exchanges and Clearing Limited

HKXH-21112013-1(21)

Request Form

To: Hong Kong Exchanges and Clearing Limited (“HKEx”)
 c/o Hong Kong Registrars Limited
 17M Floor, Hopewell Centre, 183 Queen’s Road East,
 Wanchai, Hong Kong

You do NOT need to complete this request form if you have received the document(s) in the language or in the manner you want.

Part A – To receive the printed version of the HKEx’s Quarterly Report for the nine months ended 30 September 2013 (“Current Corporate Communication”)

(Please “X” **ONLY ONE** box)

- I/We have already received the English version of the Current Corporate Communication but I/we would like to receive a Chinese version; or
- I/We have already received the Chinese version of the Current Corporate Communication but I/we would like to receive an English version; or
- I/We have chosen to access the Current Corporate Communication posted on the HKEx website by electronic means but I/we would like to receive a printed copy in [□]English / Chinese / both English and Chinese ([□]please delete where inappropriate).

Part B – To change the choice of language or means of receiving Corporate Communications*

(Please “X” **ONLY ONE** box)

I/We would like to receive future HKEx’s Corporate Communications:

- by electronic means through the HKEx website (www.hkex.com.hk) (instead of in printed copies) with an email notification to my/our email address at _____ (if any) or a notification letter mailed to my/our address when printed copies of the relevant Corporate Communications are mailed; or
- in printed form in English **ONLY**; or
- in printed form in Chinese **ONLY**; or
- in printed form in **BOTH** English and Chinese.

Full name(s) of registered shareholder(s)[#]: _____ (English) _____ (Chinese)
(Please use BLOCK LETTERS)

Address[#]: _____
(Please use BLOCK LETTERS)

Contact telephone number: _____

Date: _____ Signature(s): _____

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 # You are requested to fill in the details if you download this request form from the HKEx website.

Notes:

1. Please complete this request form clearly. Any request form with no indicated choice, with no signature or otherwise incorrectly completed will be void.
2. The above instruction in Part B will apply to all future Corporate Communications to be sent to you until you notify HKEx otherwise by giving not less than 7 days’ notice in writing to HKEx’s registrar, Hong Kong Registrars Limited (by post to 17M Floor, Hopewell Centre, 183 Queen’s Road East, Wanchai, Hong Kong or by email at hkex.ecom@computershare.com.hk).
3. For the avoidance of doubt, we do not accept any special instructions written on this request form.

PERSONAL INFORMATION COLLECTION STATEMENT

- (i) “Personal Data” in these statements has the same meaning as “personal data” in the Personal Data (Privacy) Ordinance, Chapter 486 of the Laws of Hong Kong (“PDPO”).
- (ii) Your supply of Personal Data to HKEx is on a voluntary basis. Failure to provide sufficient information, HKEx may not be able to process your instructions and/or requests as stated in this form.
- (iii) Your Personal Data may be disclosed or transferred by HKEx to its subsidiaries, its share registrar, and/or other companies or bodies for any of the stated purposes, and retained for such period as may be necessary for our verification and record purposes.
- (iv) 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 to the Personal Data Privacy Officer of Hong Kong Registrars Limited at 17M Floor, Hopewell Centre, 183 Queen’s Road East, Wanchai, Hong Kong.
- (v) Please refer to the HKEx’s Privacy Policy Statement which is available on the HKEx website for further details.

HKEXH-21112013-1(21)

Please cut the mailing label and stick it on an envelope to return this Request Form to us.
No postage stamp necessary if posted in Hong Kong.



MAILING LABEL

Hong Kong Registrars Limited
 Freepost No. 37
 Hong Kong

