



**中国建设银行**

China Construction Bank

中國建設銀行股份有限公司

**China Construction Bank Corporation**

(於中華人民共和國註冊成立的股份有限公司)

(A joint stock limited company incorporated in the People's Republic of China with limited liability)

(Stock code / 股份代號 : 939)

4 September 2009

Dear Sir/Madam,

### **Election of Means and Language of Receipt of Corporate Communications**

China Construction Bank Corporation (the "Bank") has published the 2009 Interim Report for the six months ended 30 June 2009 (the "Current Corporate Communications").

Those shareholders of the Bank who (a) have chosen to receive the Bank's corporate communications (the "Corporate Communications") by electing to read the Corporate Communications posted on the Bank's website (the "Website Version") in lieu of the printed copy and would like to receive a printed copy; or (b) have chosen to receive the Bank's Corporate Communications by receiving either English or Chinese printed copies only and would like to receive a printed copy in the other language; or (c) want to change their choice of language and means of receipt of all future Corporate Communications, please complete the enclosed Change Request Form overleaf and send it to the Bank's H share registrar, Computershare Hong Kong Investor Services Limited. The Change Request Form may also be downloaded from the Bank's website at [www.ccb.com](http://www.ccb.com) and the website of The Stock Exchange of Hong Kong Limited at [www.hkex.com.hk](http://www.hkex.com.hk).

For the purpose of environmental protection and cost saving, we encourage you to take advantage of selecting the Website Version. Even if you select the Website Version, you will have the right at any time by reasonable notice in writing to the Bank's H Share Registrar, the address is Room 1806-1807, 18th Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong, or by email to the Bank (email address: [ccb.ecom@computershare.com.hk](mailto:ccb.ecom@computershare.com.hk)) to change the choice of means and language of Corporate Communications. If you have chosen to receive the Bank's Corporate Communications by means of accessing the Website Version and have any difficulty in receiving or gaining access to the relevant documents for any reason, we will upon reasonable request send the printed form of the same to you.

If you have any queries about how to obtain copies of the Current Corporate Communications or how to access those documents on the Bank's website, please call the Bank's hotline on (852) 2862 8688 during business hours (9:00 a.m. to 6:00 p.m., Monday to Friday, excluding public holidays).

**China Construction Bank Corporation**

### **選擇公司通訊之收取方式及語言版本**

中國建設銀行股份有限公司(「本行」)已經公佈截至2009年6月30日止六個月的2009年半年度報告(「本次公司通訊」)。

本行股東如(甲)已選擇瀏覽本行網站提供之網上版本(「網上版本」)的本行公司通訊(「公司通訊」)代替印刷本但欲收取其印刷本;或(乙)僅選擇收取英文或中文之本行公司通訊但欲收取另一語言之印刷本;或(丙)欲更改今後所有公司通訊之語言版本及收取方式,則請填妥背頁的變更申請表,並寄回本行H股證券登記處,香港中央證券登記有限公司。變更申請表亦可於本行網站[www.ccb.com](http://www.ccb.com)及香港聯合交易所有限公司之網站[www.hkex.com.hk](http://www.hkex.com.hk)下載。

為了積極響應環保並節省成本,本行建議閣下選擇收取網上版本。即使選擇網上版本,閣下仍可在任何時間以合理書面通知本行H股證券登記處(地址為香港灣仔皇后大道東183號合和中心18樓1806-1807室)或電郵方式(電郵地址為:[ccb.ecom@computershare.com.hk](mailto:ccb.ecom@computershare.com.hk))更改公司通訊之收取方式及語言版本。倘閣下選擇以網上版本的方式收取本行公司通訊,無論因任何理由以致在收取或閱覽有關文件時遇到困難,我們將於接到閣下的合理通知後,向閣下發送該等文件的印刷本。

倘閣下對如何索取本次公司通訊或如何在本行網站瀏覽該等文件有任何疑問,請於營業時間內(上午九時至下午六時,星期一至星期五,公眾假期除外)致電本行熱線(852) 2862 8688。

此致

列位股東

**中國建設銀行股份有限公司**

2009年9月4日

\* Please specify your name and address clearly in ENGLISH BLOCK LETTER below if you download this form from the web.

\* 倘若閣下從網上下載本表格，請於下面用英文正楷清楚註明閣下的姓名及地址。

Name of shareholder(s)

股東姓名 \_\_\_\_\_

Address

地址 \_\_\_\_\_

## Change Request Form 變更申請表

**To: China Construction Bank Corporation (the "Bank") (Stock Code: 939) 致：中國建設銀行股份有限公司(「本行」)(股份代號：939)**  
c/o Computershare Hong Kong Investor Services Limited 經香港中央證券登記有限公司  
Rooms 1806-1807, 18th Floor, 香港灣仔皇后大道東183號  
Hopewell Centre, 183 Queen's Road East, 合和中心18樓1806-1807室  
Wanchai, Hong Kong

### Part A — To receive another printed version of the Current Corporate Communications:

甲部 — 收取本次公司通訊之另一語言印刷本：

2009 Interim Report

2009年半年度報告

(Please mark ONLY ONE (X) of the following boxes) (請僅在其中一個空格內劃上「X」號)

I have already received a printed copy of the Current Corporate Communications in Chinese but I would now like to receive a printed copy in English.

本人已收取本次公司通訊之中文印刷本，但現在希望收取其英文印刷本。

I have already received a printed copy of the Current Corporate Communications in English but I would now like to receive a printed copy in Chinese.

本人已收取本次公司通訊之英文印刷本，但現在希望收取其中文印刷本。

I have chosen to read the Current Corporate Communications posted on the Bank's website but would like to receive:

本人已選擇瀏覽本行網站所登載之本次公司通訊，但希望收取：

a printed copy in English; or

一份英文印刷本；或

a printed copy in Chinese; or

一份中文印刷本；或

both the printed English and Chinese copies.

中文和英文印刷本。

### Part B — To change your choice:

乙部 — 更改閣下之選擇：

I would like to change my previous choice and request to receive all future Corporate Communications of the Bank issued not less than 10 business days after the date hereof in the following manner:

本人現欲更改之前已作之選擇，要求以如下方式收取本行將於本變更申請表日期後至少十個工作天之後發出之所有公司通訊：

(Please mark ONLY ONE (X) of the following boxes) (請僅在其中一個空格內劃上「X」號)

to receive the **printed English version** only; or

僅收取英文印刷本；或

to receive the **printed Chinese version** only; or

僅收取中文印刷本；或

to receive **BOTH** the printed English and Chinese versions; or

同時收取中、英文印刷本；或

to receive the Corporate Communications posted on the Bank's website in lieu of the printed copy.

瀏覽本行網站所登載之公司通訊以代替印刷本。

Signature:

簽署 \_\_\_\_\_

Contact Telephone No.:

聯絡電話 \_\_\_\_\_

Date:

日期 \_\_\_\_\_

Notes 附註：

1. Please complete all your details clearly.

請閣下清楚填妥所有資料。

2. By selection to receive all future Corporate Communications by means of reading the Website Version in place of receiving printed copies of the same, you have expressly consented to waive the right to receive Corporate Communications in printed form until you notify with reasonable notice in writing to the Bank's H share registrar, Computershare Hong Kong Investor Services Limited, Rooms 1806-1807, 18th Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong or by email to the Bank's email address at [ccb.ecom@computershare.com.hk](mailto:ccb.ecom@computershare.com.hk) to change the choice of means or language of the Bank's Corporate Communications.

在選擇瀏覽網上版本之公司通訊以代替收取印刷本後，閣下已明示同意放棄收取公司通訊印刷本的權利但仍有權隨時要求更改公司通訊之收取方式及語言版本，直至閣下發出合理書面方式通知本行H股證券登記處(地址為香港灣仔皇后大道東183號合和中心18樓1806-1807室)或電郵方式(電郵地址為：[ccb.ecom@computershare.com.hk](mailto:ccb.ecom@computershare.com.hk))要求更改公司通訊之收取方式及語言版本。

3. The shareholders are entitled to change the choice of means or language of the Bank's Corporate Communications at any time by reasonable notice in writing to the Bank's H share registrar.

股東有權發出合理書面通知本行H股證券登記處，要求更改公司通訊之收取方式及語言版本。