



# ORIENT OVERSEAS (INTERNATIONAL) LIMITED

東方海外(國際)有限公司\*

(Incorporated in Bermuda with limited liability)

(Stock code: 316)

## NOTIFICATION LETTER 通知信函

2nd April 2014

Dear Shareholder,

**Orient Overseas (International) Limited (the “Company”)  
– 2013 Annual Report of the Company (the “Current Corporate Communication”)**

The English and Chinese versions of the Current Corporate Communication are available on the Company’s website at [www.ooilgroup.com](http://www.ooilgroup.com) and the HKExnews website at [www.hkexnews.hk](http://www.hkexnews.hk). You may access the Current Corporate Communication by (i) clicking “Financials” on the home page of our website and then selecting the Current Corporate Communication under “Interim & Annual Reports”; viewing it on our website requires Adobe® Reader®, or (ii) browsing through the HKExnews website.

Those Shareholders who (i) have received the documents in either the English or Chinese language only and would like to receive a printed copy in the other language; or (ii) have elected to access the Current Corporate Communication posted on the Company’s website using electronic means in lieu of receiving printed copies and would now like to receive a printed copy of the documents, please complete the Request Form on the reverse side and return it by post (using the mailing label in the Request Form) to the Company’s Hong Kong branch share registrar, Computershare Hong Kong Investor Services Limited (the “Branch Share Registrar”), at 17M Floor, Hopewell Centre, 183 Queen’s Road East, Wanchai, Hong Kong.

You are entitled at any time by reasonable notice in writing to the Branch Share Registrar or by email to [ooil@computershare.com.hk](mailto:ooil@computershare.com.hk) to change your choice of language or means of receiving the Company’s Corporate Communications<sup>#</sup>. If you have elected to access the Company’s Corporate Communications using electronic means but for any reason have any difficulty in receiving or gaining access to the relevant documents, the Branch Share Registrar will promptly upon request send the printed form of the same to you free of charge.

Should you have any query relating to any of the above matters, please call the Company’s telephone hotline at (852) 2862 8688 during business hours from 9:00 a.m. to 6:00 p.m. from Monday to Friday, excluding Hong Kong public holidays, or send an email to [ooil@computershare.com.hk](mailto:ooil@computershare.com.hk).

Yours faithfully,  
For and on behalf of  
**Orient Overseas (International) Limited**  
**Lammy LEE**  
Company Secretary

<sup>#</sup> Corporate Communication includes but not limited to annual reports, interim reports, notices of meetings, listing documents, circulars and proxy forms.

\* For identification only

各位股東：

**東方海外(國際)有限公司\* (「本公司」)  
– 本公司2013年年報 (「本次公司通訊」)**

本次公司通訊之英文及中文版本已上載於本公司網站([www.ooilgroup.com](http://www.ooilgroup.com))及香港交易所披露易網站([www.hkexnews.hk](http://www.hkexnews.hk))。閣下可(i)於本公司網站主頁按「公告」一項，然後在「中期報告／年報」項下選擇本次公司通訊；查閱本公司網站之本次公司通訊需使用Adobe® Reader®，或(ii)於香港交易所披露易網站瀏覽。

股東如(i)僅收取英文或中文之文件但欲收取另一語言之印刷本；或(ii)已選擇以電子方式閱覽登載在本公司網站的本次公司通訊代替收取印刷本，而現欲收取文件之印刷本，請填妥本函背面的申請表格，並使用申請表格內的郵寄標籤寄回本公司之香港股份登記分處香港中央證券登記有限公司(「股份登記分處」)，地址為香港灣仔皇后大道東183號合和中心17M樓。

閣下有權隨時向股份登記分處發出合理書面通知或透過電郵(電郵地址：[ooil@computershare.com.hk](mailto:ooil@computershare.com.hk))通知更改閣下所選擇收取本公司的公司通訊<sup>#</sup>之語言版本或收取方式。倘閣下已選擇以電子方式閱覽本公司的公司通訊，無論因任何理由以致在收取或閱覽有關文件時遇到任何困難，股份登記分處將於接到閣下通知後，立即向閣下免費發送該等文件的印刷本。

如對本函內容有任何疑問，請於辦公時間內(星期一至五上午九時正至下午六時正，香港公眾假期除外)致電本公司電話熱線(852) 2862 8688或電郵至[ooil@computershare.com.hk](mailto:ooil@computershare.com.hk)。

代表  
東方海外(國際)有限公司  
公司秘書  
李志芬  
謹啟

二零一四年四月二日

<sup>#</sup> 公司通訊包括但不限於年報、中期報告、會議通告、上市文件、通函及委任代表表格。

\* 僅供識別

OROH-02042014-1(0)

English Name(s) and Address of Shareholder(s):  
股東英文姓名及地址：

## Request Form 申請表格

**To: Orient Overseas (International) Limited (the "Company")** 致：東方海外(國際)有限公司\* (「本公司」)  
(Stock Code: 316) (股份代號：316)  
c/o Computershare Hong Kong Investor Services Limited 經香港中央證券登記有限公司  
17M Floor, Hopewell Centre 香港灣仔皇后大道東183號  
183 Queen's Road East 合和中心17M樓  
Wanchai, Hong Kong

### 2013 Annual Report of the Company (the "Current Corporate Communication")

本公司2013年年報(「本次公司通訊」)

**You do NOT need to complete this form if you have received the documents in the language and means of receipt you want.**  
倘閣下收到的文件所採用的語言版本及收取方式符合閣下的意願，則毋須填寫本表格。

I/We hereby request the printed copy of the Current Corporate Communication as indicated below:  
本人/我們要求索取下列所示之本次公司通訊之印刷本。

(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)

- I/We would like to receive a **printed copy in English now.**  
本人/我們現希望收取一份英文印刷本。
- I/We would like to receive a **printed copy in Chinese now.**  
本人/我們現希望收取一份中文印刷本。
- I/We would like to receive **both the printed English and Chinese copies now.**  
本人/我們現希望收取英文和中文印刷本各一份。

Name(s) of Shareholder(s)

股東姓名

(Please use **ENGLISH CAPITAL LETTERS** 請用英文正楷填寫)

Signature(s)

簽名

Address

地址

Contact telephone number

聯絡電話號碼

Date

日期

#### Notes 附註：

- 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 Request Form in order to be valid.  
如屬聯名股東，則本申請表格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。
- 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。
- Please note that printed copies (English/Chinese version) of all the Company's Corporate Communication<sup>#</sup> sent to our shareholders in the past 12 months are available from the Company on request. Those are also available on the Company's website (www.ooilgroup.com) for five years from the date of first publication.  
請注意，本公司股東可向本公司索取過去12個月曾寄發予本公司股東的所有本公司的公司通訊<sup>#</sup>的印刷本(英文/中文版本)。該等通訊文件亦由首次刊載日期起計5年內載於本公司網站(www.ooilgroup.com)。

<sup>#</sup> Corporate Communication includes but not limited to annual reports, interim reports, notices of meetings, listing documents, circulars and proxy forms.  
公司通訊包括但不限於年報、中期報告、會議通告、上市文件、通函及委任代表表格。

\* For identification only  
僅供識別



#### 郵寄標籤 MAILING LABEL

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。

To return this Request Form to us,  
please cut the mailing label and stick this on the envelope.  
**No postage stamp is necessary if posted in Hong Kong.**

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

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