



# 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 Non-registered Shareholder<sup>(1)</sup>,

**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.

If you want to receive a printed version of the Current Corporate Communication, 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.

Please note that by completing and returning the Request Form to request for the printed version of the Company's Corporate Communication<sup>(2)</sup> implies that you have expressly indicated that your instruction to receive printed version applies to the Current Corporate Communication and the future Corporate Communication of the Company until you notify the Branch Share Registrar to the contrary by post or by email to [ooil@computershare.com.hk](mailto:ooil@computershare.com.hk) or you cease to have holdings in the shares of the Company.

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

Notes: (1) This notification letter is addressed to "Non-registered Shareholder" of the Company, which means such person or company whose shares are held in The Central Clearing and Settlement System and who has notified the Company from time to time through Hong Kong Securities Clearing Company Limited to receive Corporate Communication.

(2) Corporate Communication includes but not limited to annual reports, interim reports, notices of meetings, listing documents, circulars and proxy forms.

\* For identification only

各位非登記股東<sup>(1)</sup>：

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。

如閣下欲收取本次公司通訊之印刷本，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。

請注意，當閣下填寫及寄回申請表格以索取本公司之公司通訊<sup>(2)</sup>之印刷本後，即表示閣下確認收取印刷本之指示適用於本次公司通訊及本公司日後之公司通訊，直至閣下以郵寄方式或電郵至[ooil@computershare.com.hk](mailto:ooil@computershare.com.hk)通知股份登記分處另作安排或閣下停止持有本公司的股份為止。

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

附註：(1) 此通知信函乃向本公司之非登記股東發出。非登記股東指某人士或公司，其股份存放於中央結算及交收系統，並透過香港中央結算有限公司不時向本公司發出通知希望收取公司通訊。

(2) 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)

## Request Form 申請表格

**To: Orient Overseas (International) Limited (the “Company”)** (Stock Code: 316)  
c/o Computershare Hong Kong Investor Services Limited  
17M Floor, Hopewell Centre  
183 Queen’s Road East  
Wanchai, Hong Kong

**致：東方海外（國際）有限公司\*（「本公司」）**  
(股份代號：316)  
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 Communication<sup>#</sup> of the Company in the manner as indicated below:  
本人／我們希望以下列方式收取本公司之公司通訊<sup>#</sup>：

(Please mark **ONLY ONE** (✓) of the following boxes 請從下列選擇中，僅在其中一個空格內劃上「✓」號)

- to receive the **printed English version** of the 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 the Corporate Communication 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 the Corporate Communication.  
同時收取公司通訊之英文及中文印刷本各一本。

**Name(s) of Non-registered Shareholder(s)**  
非登記股東姓名

**Signature(s)**  
簽名

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

**Address**  
地址

**Contact telephone number**  
聯絡電話號碼

**Date**  
日期

**Notes 附註：**

- Request Form with more than one box marked (✓), with no box marked (✓), with no signature or incorrectly completed will be void.  
如在本申請表格作出超過一項選擇、或沒有作出選擇、或沒有簽署、或填寫不正確，則本表格將會作廢。
- The above instruction will apply to the current Corporate Communication and all future Corporate Communication to be sent to you until you notify to the Company’s Branch Share Registrar to the contrary or you cease to have holdings in the shares of the Company.  
上述指示適用於本次公司通訊及將來寄發予閣下之所有公司通訊，直至閣下通知本公司之股份登記分處另作安排或閣下停止持有本公司的股份為止。
- For the avoidance of doubt, we do not accept any special instructions written on this Request Form.  
為免存疑，本公司將不處理任何在本申請表格上的額外手寫指示。

<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