



中國海外發展有限公司

CHINA OVERSEAS LAND & INVESTMENT LTD.

(Stock Code: 688)

Circular 通函

— GM Notice, Discloseable and Connected Transactions — 股東大會通告、須予披露及關連交易

The subject document has been prepared in the English and Chinese versions. Copies prepared in the language different from that you have received are available from the Company's Registrar, Tricor Standard Limited, upon request.

題述文件備有英文及中文版本。本公司之股份過戶登記處卓佳標準有限公司，在收到閣下的要求後，可提供閣下所收到的版本以外的另一種語言編製的版本。

The subject document is also available (in the English and Chinese versions) on the Company's website (<http://www.coli.com.hk>).

閣下亦可在本公司網站 (<http://www.coli.com.hk>) 閱覽題述文件 (英文及中文版本)。

You may at any time choose to receive the Company's Corporate Communications (as defined in Rule 1.01 of the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited) (i) in printed English version only; (ii) in printed Chinese version only; (iii) in both printed English and Chinese versions; or (iv) through electronic means on the Company's website to dispense with printed copies.

閣下可隨時選擇只收取本公司之公司通訊 (定義見《香港聯合交易所有限公司證券上市規則》第 1.01 條) 的 (i) 英文印刷本; (ii) 中文印刷本; (iii) 同時收取英文及中文印刷本; 或 (iv) 以電子方式在本公司網站閱覽以代替收取印刷本。

After your election, you may choose to change your choice of language or means of receipt by reasonable notice at any time in writing, free of charge, by completing the Change Request Form* below and returning it to the Company's Registrar, Tricor Standard Limited, using this aerogram or by email to colli688-ecom@hk.tricorglobal.com.

閣下於作出選擇後，可隨時於合理時間內以書面通知更改已選擇的語言版本或收取方式，只須填寫下方的更改回條*，然後以本郵筒把回條寄交 (或以電郵發送至 colli688-ecom@hk.tricorglobal.com) 本公司之股份過戶登記處卓佳標準有限公司辦理即可，費用全免。

If you have any queries about how to obtain printed copies of the subject document or how to access the subject document on the Company's website, please contact Customer Services Hotline of the Company's Registrar at (852) 2980 1333 between 9:00 am and 5:30 pm (Monday to Friday, excluding public holidays) or send your query by email to colli688-ecom@hk.tricorglobal.com.

倘閣下對於如何取得題述文件的印刷本，或如何在本公司網站閱覽題述文件有任何疑問，請於上午 9 時至下午 5 時 30 分 (星期一至星期五，公眾假期除外) 致電本公司股份過戶登記處之客戶服務熱線 (852) 2980 1333 查詢，或將閣下之查詢以電郵發送至 colli688-ecom@hk.tricorglobal.com。

* The Change Request Form can also be downloaded from the Company's website (<http://www.coli.com.hk>).
* 更改回條亦可於本公司網站 (<http://www.coli.com.hk>) 下載。

CHANGE REQUEST FORM 更改回條

I/We would like to receive the future Corporate Communications (as defined in Rule 1.01 of the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited) of China Overseas Land & Investment Limited ("COLI"):

關於中國海外發展有限公司 (「中國海外」) 日後發佈的公司通訊 (定義見《香港聯合交易所有限公司證券上市規則》第 1.01 條)，本人/吾等欲：

(Please tick only one box.) (只可選擇一項，請於以下適當的空格加上「√」號。)

- in printed English version only (by post); or
只收取英文印刷本 (經郵遞); 或
- in printed Chinese version only (by post); or
只收取中文印刷本 (經郵遞); 或
- in both printed English and Chinese versions (by post); or
同時收取英文及中文印刷本 (經郵遞); 或
- through electronic means instead of in printed form (i.e. by receiving from COLI's Registrar, an e-mail notification of the release of the relevant Corporate Communication(s) on COLI's website (<http://www.coli.com.hk>) on the date of despatch of such Corporate Communication(s)).
以電子方式取代印刷本 (即於中國海外向股東寄發公司通訊當日，接受由該公司之股份過戶登記處以電子郵件知會該公司通訊已登載於該公司網站 (<http://www.coli.com.hk>))。

My/Our e-mail address:

本人/吾等的電郵地址：_____

(for notification of release of Corporate Communication(s))
(供收取網上電子版本發佈通知之用)

The above instruction will supersede my/our previous instruction to COLI.

上述指示將取替本人/吾等以前給予中國海外的指示。

Signature(s):

簽署：_____

Date:

日期：_____

Name(s) of Shareholder(s) in English

(Please use BLOCK LETTERS)

股東的英文名稱 (請以大楷書寫)

Name(s) of Shareholder(s) in Chinese

股東的中文名稱

Correspondence Address 通訊地址

Contact Telephone Number 聯絡電話

Notes: 1. The above instruction will apply to all Corporate Communications of COLI to be sent to you until you inform us otherwise.
2. If any shares are held in joint names, all joint holders OR the joint holder whose name stands first on COLI's Register of Members should sign this Form in order for it to be valid.

附註：1. 上述指示將適用於中國海外發出的所有公司通訊，直至閣下另行通知為止。
2. 如任何股份以聯名方式持有，則所有聯名持有人或名列中國海外股東名冊的首名聯名持有人須於本回條上簽署，方為有效。

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TRICOR STANDARD LIMITED
Level 22, Hopewell Centre,
183 Queen's Road East,
Hong Kong



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