



UNITED COMPANY RUSAL PLC
(Incorporated under the laws of Jersey with limited liability)
(Stock Code: 486)

NOTIFICATION LETTER 通知信函

Dear Non-registered holder ⁽¹⁾,

7 April 2020

United Company RUSAL Plc (the “Company”) – Notice of Publication of the (i) Circular dated 7 April 2020; (ii) Notice of Annual General Meeting; and (iii) Proxy Form (collectively the “Current Corporate Communications”)

The English and Chinese versions of the Company’s Current Corporate Communications are available on the Company’s website at www.rusal.com and the website of The Stock Exchange of Hong Kong Limited (the “Stock Exchange”) at www.hkexnews.hk. You may access the Current Corporate Communications on the Company’s website or by browsing through the Stock Exchange’s website.

If you want to receive a printed version of the Current Corporate Communications, please complete the request form on the reverse side and return it to the Company c/o Link Market Services (Hong Kong) Pty Limited (the “Hong Kong Branch Share Registrar”) by using the mailing label at the bottom of the request form (no need to affix a stamp if posted in Hong Kong; otherwise, please affix an appropriate stamp). The address of the Hong Kong Branch Share Registrar is Suite 1601, 16/F., Central Tower, 28 Queen’s Road Central, Hong Kong. The request form may also be downloaded from the Company’s website at www.rusal.com or the Stock Exchange’s website at www.hkexnews.hk.

Should you have any queries relating to any of the above matters, please call the Company’s telephone hotline at (852) 3707 2600 during business hours from 9:00 a.m. to 6:00 p.m. (Hong Kong time) from Monday to Friday, excluding Hong Kong public holidays or send an email to hkenquiries@linkmarketservices.com.

By Order of the board of directors of
United Company RUSAL Plc
Aby Wong Po Ying
Company Secretary

Note: (1) This letter is addressed to Non-registered holders (“Non-registered holder” means such person or company whose shares are held in The Central Clearing and Settlement System (CCASS) and who has notified the Company from time to time through Hong Kong Securities Clearing Company Limited that it wishes to receive corporate communications). If you have sold or transferred your shares in the Company, please disregard this letter and the request form on the reverse side.

各位非登記持有人 ⁽¹⁾：

United Company RUSAL Plc (「本公司」) – (i)日期為 2020 年 4 月 7 日之通函; (ii)股東週年大會通告;及 (iii)委任代表表格 (統稱「本次公司通訊文件」)之發佈通知

本公司的本次公司通訊文件的中、英文版本已上載於本公司網站(www.rusal.com)及香港聯合交易所有限公司(「聯交所」)之網站。閣下可於本公司網站閱覽本次公司通訊文件或瀏覽聯交所網站。

如閣下欲收取本次公司通訊文件之印刷本，請填妥在本函背面的申請表格，並使用隨附之郵寄標籤寄回本公司之香港證券登記分處—Link Market Services (Hong Kong) Pty Limited (「香港證券登記分處」)(如在香港投寄，毋須貼上郵票；否則，請貼上適當的郵票)。香港證券登記分處地址為香港皇后大道中 28 號中滙大廈 16 樓 1601 室。申請表格亦可於本公司網站(www.rusal.com)或聯交所網站(www.hkexnews.hk)內下載。

如對本函內容有任何疑問，請致電本公司電話熱線(852) 3707 2600，辦公時間為星期一至五(香港公眾假期除外)上午 9 時正至下午 6 時正(香港時間)或電郵至 hkenquiries@linkmarketservices.com。

承董事會命
United Company RUSAL Plc
公司秘書
黃寶瑩

2020 年 4 月 7 日

附註：(1) 此函件乃向本公司之非登記持有人(「非登記持有人」指股份存放於中央結算及交收系統的人士或公司，透過香港中央結算有限公司不時向本公司發出通知，希望收到公司通訊文件)發出。如果閣下已經出售或轉讓所持有之本公司股份，則無需理會本函件及所附申請表格。



Non-registered holder's information (English name and address)
非登記持有人資料 (英文姓名及地址)

Request Form 申請表格

To: United Company RUSAL Plc (the "Company")
(Stock Code: 00486)
c/o Link Market Services (Hong Kong) Pty Limited
Suite 1601, 16/F., Central Tower, 28 Queen's Road Central, Hong Kong

致: United Company RUSAL Plc (「本公司」)
(股份代號: 00486)
經 Link Market Services (Hong Kong) Pty Limited
香港皇后大道中 28 號中匯大廈 16 樓 1601 室

I/We would like to receive the corporate communications* of the Company ("Corporate Communications") in the manner as indicated below:

本人/我們希望以下列方式收取 貴公司之公司通訊文件* (「公司通訊文件」):
(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)

- to receive the **printed English version** of all Corporate Communications **ONLY; OR**
僅收取公司通訊文件之英文印刷本; 或
- to receive the **printed Chinese version** of all Corporate Communications **ONLY; OR**
僅收取公司通訊文件之中文印刷本; 或
- to receive both **printed English and Chinese versions** of all Corporate Communications.
同時收取公司通訊文件之英文及中文各一份印刷本。

Name(s) of Non-registered holder(s)#
非登記持有人姓名#

Date
日期

Address of Non-registered holder(s)#
非登記持有人地址#

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

Contact telephone number
聯絡電話號碼

Signature(s)
簽名

You are required to fill in the details if you download this request form from the Company's website.
假如閣下從公司網站下載本申請表格, 請必須填上有關資料。

Notes 附註:

- Please complete all your details clearly.
請閣下清楚填寫所有資料。
- This letter is addressed to Non-registered holders ("Non-registered holder" means such person or company whose shares are held in The Central Clearing and Settlement System (CCASS) and who has notified the Company from time to time through Hong Kong Securities Clearing Company Limited that it wishes to receive Corporate Communications).
此函件乃向本公司之非登記持有人("非登記持有人"指股份存放於中央結算及交收系統的人士或公司, 透過香港中央結算有限公司不時向本公司發出通知, 希望收到公司通訊文件)發出。
- 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。
- The above instruction will apply to the Corporate Communications to be sent to you until you notify to the Company c/o Link Market Services (Hong Kong) Pty Limited to the contrary or unless you have at anytime ceased to have holdings in the Company.
上述指示適用於發送予閣下之所有公司通訊文件, 直至閣下通知本公司之香港證券登記處—Link Market Services (Hong Kong) Pty Limited 另外之安排或任何時候停止持有本公司的股份。
- For the avoidance of doubt, we do not accept any other instruction given on this request form.
為免存疑, 任何在本申請表格上的額外指示, 本公司將不予處理。

*Corporate Communications include but are not limited to (a) the directors' report, its annual accounts together with a copy of the auditors' report and, where applicable, its summary financial report; (b) the interim report and, where applicable, summary interim report; (c) a notice of meeting; (d) a listing document; (e) a circular; and (f) a proxy form.
公司通訊文件包括但不限於:(a)董事會報告、年度財務報表連同核數師報告及如適用, 財務摘要報告;(b)中期報告及如適用, 中期摘要報告;(c)會議通告;(d)上市文件;(e)通函;及(f)委任代表表格。

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。
Please cut the mailing label and stick this on the envelope
to return this request form to us.
No postage stamp necessary if posted in Hong Kong.

Link Market Services (Hong Kong) Pty Limited
簡便回郵號碼 Freepost No. 10
香港 Hong Kong

Annual General Meeting (“AGM”)

If you choose to attend in person, please contact your bank, broker, custodian or nominee whom your shares are held through, asking them to register your attendance with HKSCC Nominees Limited for the AGM enabling you to attend and vote. **The Board strongly encourages the Shareholders not to attend the AGM physically.** Shareholders or proxies who attend the AGM shall arrange for transport, food, accommodation and other relevant expenses at their own cost.

股東週年大會（「股東週年大會」）

閣下如選擇親身出席，請聯絡閣下透過其持有股份的銀行、經紀、託管人或代名人，要求其向香港中央結算（代理人）有限公司登記閣下出席的決定，以供閣下出席及投票。**董事會強烈建議股東不要親身出席股東週年大會。**出席股東週年大會的股東或受委代表須自行安排交通、食宿及其他相關開支。