



NOTIFICATION LETTER 通知信函

30 March 2016

Dear Non-registered Shareholder ^(Note),

Hang Seng Bank Limited (the “Bank”)

– Notice of publication of Annual Report 2015, Circular and Notice of Annual General Meeting (“Current Corporate Communications”)

The Bank’s Annual General Meeting will be held at Hang Seng Bank Headquarters, 83 Des Voeux Road Central, Hong Kong on Friday, 6 May 2016 at 3:30 p.m. The English and Chinese versions of the Bank’s Current Corporate Communications are available on the Bank’s website at www.hangseng.com and the website of Hong Kong Exchanges and Clearing Limited at www.hkexnews.hk. You may access the Current Corporate Communications by clicking “Investor Relations” under “About Us” on the home page of the Bank’s website, then selecting the name of the relevant document under “Financial Statements”, or “Circulars to Shareholders”, or “Notices of General Meetings of Shareholders”, or by browsing through the website of Hong Kong Exchanges and Clearing Limited.

If you want to receive a printed version of the Current or future Corporate Communications, please complete the request form on the reverse side and send it to the Bank c/o Computershare Hong Kong Investor Services Limited, using the mailing label as indicated in the request form. You do not have to affix a stamp if it is posted in Hong Kong. Otherwise, please affix an appropriate stamp. The request form may also be downloaded from the Bank’s website at www.hangseng.com or from www.hkexnews.hk.

Please note that if you want to access the Current or future Corporate Communications of the Bank via the aforesaid websites, you do not have to return the request form.

Yours faithfully,

C C Li
Secretary

Note: “Non-registered Shareholder” means such person or company whose shares are held in The Central Clearing and Settlement system and who has notified the Bank from time to time through Hong Kong Securities Clearing Company Limited that he/they wish(es) to receive Corporate Communications of the Bank.

各位非登記股東^(附註)：

恒生銀行有限公司（「本行」）

– 2015 年年報，致股東通函及股東周年常會通告（「是次公司通訊」）之發佈通知

本行將於 2016 年 5 月 6 日（星期五）下午 3 時 30 分在香港德輔道中 83 號恒生銀行總行召開股東周年常會。本行是次公司通訊之中、英文版本，經已上載於本行網站 www.hangseng.com 及香港交易及結算有限公司網站 www.hkexnews.hk。閣下可於本行網站主頁「恒生簡介」項下，選按「投資者關係」，再在「財務報表」，或「股東通函」，或「股東大會通告」項下，選擇有關文件之名稱，或透過香港交易及結算有限公司網站瀏覽有關文件。

如 閣下欲收取是次（或將來）公司通訊之印刷本，請填妥本函背面之申請表格，並按表格上之指示使用郵寄標籤寄回香港中央證券登記有限公司。如在香港投寄，可毋須貼上郵票，否則，請貼上適當之郵票。申請表格亦可於本行網站 www.hangseng.com 或於網站 www.hkexnews.hk 下載。

如 閣下欲於上述網站瀏覽本行是次（或將來）之公司通訊，則毋須填寫該申請表格。

公司秘書
李志忠 謹啟
2016 年 3 月 30 日

附註：「非登記股東」乃指其股份存放於中央結算及交收系統之人士或公司，而他／他們已透過香港中央結算有限公司不時向本行發出通知，希望收到本行之公司通訊。

恒生銀行有限公司

Hang Seng Bank Limited

Incorporated in Hong Kong with limited liability

HANH-30032016-1(0)



恒生銀行
HANG SENG BANK

(Stock Code 股份代號: 11)

NAME(S) AND ADDRESS OF THE NON-REGISTERED SHAREHOLDER
非登記股東之英文姓名及地址

Request Form 申請表格

To: **Hang Seng Bank Limited (the "Bank") (Stock Code: 11)**
c/o Computershare Hong Kong Investor Services Limited
17M Floor, Hopewell Centre, 183 Queen's Road East,
Wanchai, Hong Kong

致: 恒生銀行有限公司 (「恒生」)
(股份代號: 11)
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 Current or future Corporate Communications* of the Bank:
關於恒生發佈是次(或將來)之公司通訊*, 本人/ 吾等欲:

(Please tick only **one** box) (只可選擇以下一項, 並於適當空格內加上「✓」號)

- ☐ in printed form in English only ; or
只收取英文印刷本 ; 或
- ☐ in printed form in Chinese only ; or
只收取中文印刷本 ; 或
- ☐ in printed forms in both English and Chinese .
同時收取英文及中文印刷本。

Please note that if you want to access the Current or future Corporate Communications* of the Bank via the websites of the Bank and of Hong Kong Exchanges and Clearing Limited, you do not have to return the request form.

如閣下欲於恒生或香港交易及結算有限公司網站瀏覽恒生是次(或將來)之公司通訊*, 則毋須填寫本申請表格。

Name(s) of Shareholder(s)[#]
股東姓名[#]

Signature
簽署

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

Address[#]
地址[#]

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

Contact telephone number
聯絡電話號碼

Date
日期

[#] You are required to fill in the details if you download this request form from the Bank's website.
如從恒生網站下載本申請表格, 必須填上有關資料。

Notes 附註:

- Please complete all your details clearly.
請清楚填妥所有資料。
- "Non-registered shareholder" means such person or company whose shares are held in The Central Clearing and Settlement system and who has notified the Bank from time to time through Hong Kong Securities Clearing Company Limited that he/they wish(es) to receive Corporate Communications of the Bank.
「非登記股東」乃指其股份存放於中央結算及交收系統之人士或公司, 而他 / 他們已透過香港中央結算有限公司不時向恒生發出通知, 希望收到恒生之公司通訊。
- Any form with more than one box marked(✓), with no box marked(✓), 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 Current and all future Corporate Communications to be sent to you until you notify to the Bank c/o Computershare Hong Kong Investor Services Limited to the contrary or you have ceased to have holdings in the Bank.
上述指示適用於是次及將來發送予閣下之所有公司通訊, 直至閣下通知恒生之股份過戶登記處香港中央證券登記有限公司作出另行安排或閣下已停止持有恒生股份為止。
- For the avoidance of doubt, we do not accept any special instructions written on this request form.
為免存疑, 任何在本申請表格上手寫之額外指示, 將不予處理。

*Corporate Communications include but are not limited to (a) the directors' report and annual accounts together with a copy of the auditor's report and, where applicable, a summary financial report; (b) the interim report and, where applicable, a summary interim report; (c) a notice of meeting; (d) a listing document; and (e) a circular.

公司通訊包括但不限於: (a) 董事會報告書及年度賬目, 連同核數師報告書副本及(倘適用)財務報告摘要; (b) 中期報告及(倘適用)中期報告摘要; (c) 會議通告; (d) 上市文件; 及(e) 通函。

MAILING LABEL 郵寄標籤

香港中央證券登記有限公司
Computershare Hong Kong Investor Services Limited
簡便回郵號碼37 Freepost No.37
香港 Hong Kong

Please cut and stick the mailing label on the envelope to return this request form to us.

No postage stamp is necessary if posted in Hong Kong.
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, 則毋須貼上郵票。

HANH-30032016-1(0)