



# 招商銀行

CHINA MERCHANTS BANK

招商銀行股份有限公司

**CHINA MERCHANTS BANK CO., LTD.**

*(A joint stock company incorporated in the People's Republic of China with limited liability)*

(Stock code: 03968)

22 September, 2011

Dear Shareholders,

**China Merchants Bank Co., Ltd. (the "Company")**

**Means of Receipt and Language Election for Corporate Communication(s)**

Pursuant to the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited, we are writing to seek your election in relation to the Company's Corporate Communication(s) to be despatched to you in the future.

Corporate Communication(s) refers to any document(s) issued or to be issued by the Company for your information or action, including but not limited to:

- (a) the directors' report, its annual accounts together with a copy of the auditor's report;
- (b) the interim report;
- (c) a notice of meeting;
- (d) a listing document;
- (e) a circular; and
- (f) a proxy form.

You may choose:

- (1) to read and/or download the Corporate Communication(s) published on the Company's website at [www.cmbchina.com](http://www.cmbchina.com) ("Website Version") instead of receiving printed copies; or
- (2) to receive a printed English version of the Corporate Communication(s) only; or
- (3) to receive a printed Chinese version of the Corporate Communication(s) only; or
- (4) to receive both the printed English and Chinese versions of the Corporate Communication(s).

In order to save mailing and printing costs, increase efficiency in communication and contribute to environmental protection, we recommend you to select Website Version. If you choose to receive Website Version, please also provide your email address so that the Company can notify you by email the availability of the Corporate Communication(s) on the Company's website in the future. If no email address is provided, a printed notification of the publication of the Corporate Communication(s) on the Company's website will be sent to you in the future.

Please mark a ("X") in the appropriate box in the enclosed Reply Form, sign and return the same with the mailing label provided to the Company's H Share Registrar, Computershare Hong Kong Investor Services Limited (the "Company's H Share Registrar"), at 17M Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong. You do not have to affix a stamp if it is posted in Hong Kong. Otherwise, please affix an appropriate stamp.

**If the Company does not receive the Reply Form from you within 28 calendar days beginning with the date of this letter, i.e. by 20th October 2011, and until you inform the Company's H Share Registrar by reasonable prior notice, you will be deemed to have consented to receiving the Website Version and only a printed notification of the publication of the Corporate Communication(s) on the Company's website will be sent to you in the future.**

You have the right at any time by reasonable notice in writing or sending email at [cmbchina@computershare.com.hk](mailto:cmbchina@computershare.com.hk) to the Company's H Share Registrar to change the choice of means of receipt and language of the Corporate Communication(s). Even if you have chosen (or are deemed to have consented) to receive all future Corporate Communication(s) using electronic means but for any reason have difficulty in receiving or gaining access to the Corporate Communication(s), the Company will promptly upon your request send the Corporate Communication(s) to you in printed form free of charge.

Please note that printed English and Chinese versions of Corporate Communication(s) of the Company are available from the Company and the Company's H Share Registrar upon request, and both versions are also available on the Company's own website at [www.cmbchina.com](http://www.cmbchina.com) and the website of The Stock Exchange of Hong Kong Limited at [www.hkex.com.hk](http://www.hkex.com.hk).

Should you have any queries relating to this letter, please contact us during business hours (9:00 a.m. to 6:00 p.m. Monday to Friday, except public holidays) by calling our hotline at (852) 2862 8688.

Yours faithfully,

For and on behalf of

**China Merchants Bank Co., Ltd.**

**Lan Qi Seng Sze Ka Mee, Natalia**

*Joint Company Secretaries*

Reply Form 回條

To: **China Merchants Bank Co., Ltd. ("Company")**  
(Stock Code: 03968)  
c/o Computershare Hong Kong Investor Services Limited  
17M Floor,  
Hopewell Centre, 183 Queen's Road East,  
Wanchai, Hong Kong

致： 招商銀行股份有限公司 (「本公司」)  
(股份代號：03968)  
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(s)\* of the Company ("Corporate Communication(s)") 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)** in the following boxes)  
(請從下列選擇中，僅在其中一個空格內劃上「X」號)

- read the **Website version** of all future Corporate Communication(s) published on the Company's website at www.cmbchina.com in place of receiving printed copies; **OR**  
瀏覽在公司網站 (www.cmbchina.com) 發表之公司通訊文件網上版本，以代替印刷本；或
- to receive the **printed English version** of all future Corporate Communication(s) **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 future Corporate Communication(s) **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 future Corporate Communication(s).  
同時收取公司通訊文件之英文及中文印刷本。

**Email Address:**

電郵地址：

**Signature:**

簽名：

**Contact telephone number:**

聯絡電話號碼：

**Date:**

日期：

Notes:  
附註：

- Please complete all your details clearly.  
請 閣下清楚填寫所有資料。
- If the Company does not receive this Reply Form or receive a response indicating the objection from you by 20 October 2011, you will be deemed to have consented to website communication only, all future Corporate Communication(s) will be sent out in the manner specified in the Company's letter dated 22 September 2011 and we will send you a notification letter of the publication of the Corporate Communication(s) on website.  
倘若本公司於二零一一年十月二十日仍未收到 閣下的回條或表示反對的回覆，閣下將被視為已同意以網上方式收取公司通訊文件，而本公司將按二零一一年九月二十二日之本公司函件內所述之方式只向 閣下發出通知，通知 閣下有關於公司通訊文件已在網上刊發。
- By selection to read the Website Version of the Corporate Communication(s) published on the Company's website in place of receiving printed copies, you have expressly consented to waiving the right to receive the Corporate Communication(s) in printed form.  
在選擇瀏覽在本公司網站發出之公司通訊文件網上版本以代替收取印刷本後，閣下已明示同意放棄收取公司通訊文件印刷本的權利。
- 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 Reply Form in order to be valid.  
如屬聯名股東，則本回條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。
- The above instruction will apply to all future Corporate Communication(s) to be sent to shareholders of the Company until you notify otherwise. Shareholders are entitled to change the choice of means of receipt and language of the Company's Corporate Communication(s) at any time by reasonable notice to the Company's H Share Registrar, Computershare Hong Kong Investor Services Limited, at 17M Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong or using email at cmbchina@computershare.com.hk.  
上述指示適用於將來寄發予本公司股東之所有公司通訊文件，直至 閣下另行通知。股東有權隨時發出合理時間的通知予本公司H股股份過戶登記處香港中央證券登記有限公司，地址為香港灣仔皇后大道東183號合和中心17M樓或以電郵方式到cmbchina@computershare.com.hk，要求更改收取公司通訊文件之語言版本及方式。
- The Company will send to the email address provided above (if any) a notification of the availability of the Corporate Communication(s) on the Company's website in the future. If no email address is provided, only a printed notification of the publication of the Corporate Communication(s) on the Company's Website will be sent instead.  
本公司會在日後發出在本公司網站登載公司通訊的通知至以上提供的電郵地址 (如有)。如未有提供電郵地址，則會發出關於本公司網站登載公司通訊的書面通知予 閣下。
- All future Corporate Communication(s) in both printed English and Chinese versions will be available from the Company or the Company's H Share Registrar upon request.  
本公司或本公司H股股份過戶登記處將備有所有公司通訊之英、中文印刷本以供索閱。

\*Corporate Communication(s) include but not limited to (a) the directors' report, its annual accounts together with a copy of the auditors' report; (b) the 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；(b)中期報告；(c)會議通告；(d)上市文件；(e)通函；及(f)代表委任表格。

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.

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