

To: Customer Service Centre
Hong Kong Securities Clearing Company Limited
1/F, One & Two Exchange Square,
8 Connaught Place, Central, Hong Kong

**CORPORATE VOTING INSTRUCTION
INPUT REQUEST FORM**
公司投票指示輸入表格

致: 客戶服務中心
香港中央結算有限公司(「結算公司」)
香港中環康樂廣場8號交易廣場1期及2期1樓

To facilitate processing, please fill in block letters.
為方便電腦處理, 請以英文正楷填寫。

Participant ID 參與者編號 □□□□□□	Participant Short Name 參與者簡稱 □□□□□□□□□□□□□□	Date 日期 □□□□□□ D D M M Y Y
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Details of Instruction

指示之資料

Add 輸入 Change 更改 Cancel 取消

Stock Code : □□□□□□
股份代號

Stock Name : □□□□□□□□□□□□□□
股份名稱

Meeting Date: □□□□□□
會議日期 D D M M Y Y

¹Attend Meeting: _____ (Y/N)
出席會議

²Shareholding : □□□□□□□□□□□□
持股量

Annual General Meeting
週年股東大會

Special/Extraordinary General Meeting
特別股東大會

Class Meeting
類別股東大會

Court Meeting
法院會議

Others _____
其他

Resolution (on proxy form)
決議案(於委任代表表格)

³For
贊成

³Against
反對

³Abstain/Withhold
棄權/保留

Demand Poll 要求投票方式表決
Y(是) N(否)

□□□□□□	□□□□□□□□□□	□□□□□□□□□□	□□□□□□□□□□	<input type="checkbox"/>	<input type="checkbox"/>
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1 If you wish to attend meeting in person or nominate representative(s) to attend meeting, please fill in "Y". If you would nominate representative(s) to attend meeting, please also fill in the name(s) of the nominated representative (s) on the attachment. Voting instructions will not be accepted by HKSCC, if Participant elects to attend meeting. 如閣下選擇親自出席會議或委派代表出席會議, 請在此填上 "Y"。若選擇委派代表出席會議, 請將代表的姓名填寫在附屬之表格。如選擇出席會議, 結算公司將不會接納有關投票指示。

2 Please fill in your exact shareholding in your Stock Account in CCASS. 請填寫閣下於中央結算系統股份戶口內的正確持股量。

3 Please insert the relevant number of shares/warrants held under the applicable voting instructions. Please check the relevant proxy form of the meeting to ensure that voting instructions in respect of "For", "Against" or "Abstain/Withhold" are applicable to the relevant resolution (e.g. some resolutions may not have "Abstain/Withhold"). Any number of shares/warrants inserted under an inapplicable voting instruction will be considered as invalid and HKSCC will not take any action to vote on your behalf in respect of such voting instruction. 請於有關空格內填上相應投票之票數。請檢查相關會議代表委任表格, 以確保閣下於有關空格內填寫的投票指示為正確(例如: 某些決議案可能不會有"棄權/保留")。如閣下於有關空格內填寫的投票指示為不正確, 香港結算將不會就閣下的股份投票。

For Office Use Only		
Signature verified	Input by	Checked by
<input type="checkbox"/> Incomplete data		<input type="checkbox"/> Signature differs

Authorised Signature(s) (with company chop, ONLY applicable if it forms part of your signing instruction)
獲授權人士簽名 (連同公司印鑑, 只適用於該印鑑為貴戶簽署指示的一部分)

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For Investor Participants wishing to nominate representative(s)

The following person(s)¹ are nominated to represent *me/us/our company to attend the meeting.
以下被提名人仕¹將代表*本人/本公司出席會議。

- *Ms / Mr _____
Address²: _____
- _____
*Ms / Mr _____
Address²: _____
- _____
*Ms / Mr _____
Address²: _____
- _____
*Ms / Mr _____
Address²: _____

Notes: 1. A maximum of four representatives can be nominated but only one of them can attend the meeting.
最多可提名四位代表而只有其中一位可出席會議。
2. The name and address of the representative(s) should be provided in English. This is an optional field and it is only applicable to the appointment of Proxy. The address of "HKSCC Nominees Limited" will be provided to the issuer or appointed agent if this field is left blank.
代表的姓名和地址必須以英文填寫。地址欄只適用於以委任代表方式出席之會議。閣下可選擇是否填報地址欄。如閣下留空此地址欄，香港中央結算（代理人）有限公司之地址將會提供給上市公司或其指定代理。

Authorised Signature(s) (with company chop, ONLY applicable if it forms part of your signing instruction)
獲授權人士 簽名 (連同公司印鑑，只適用於該印鑑為貴戶簽署指示的一部分)

Privacy Policy Statement

Hong Kong Exchanges and Clearing Limited, and from time to time, its subsidiaries (together the "Group") (and each being "HKEX", "we", "us" or "member of the Group" for the purposes of this Privacy Policy Statement as appropriate) recognise their responsibilities in relation to the collection, holding, processing, use and/or transfer of personal data under the Personal Data (Privacy) Ordinance (Cap. 486) ("PDPO"). Personal data will be collected only for lawful and relevant purposes and all practicable steps will be taken to ensure that personal data held by us is accurate. We will use your personal data which we may from time to time collect in accordance with this Privacy Policy Statement.

We regularly review this Privacy Policy Statement and may from time to time revise it or add specific instructions, policies and terms. Where any changes to this Privacy Policy Statement are material, we will notify you using the contact details you have provided us with and, where required by the PDPO, give you the opportunity to opt out of these changes by means notified to you at that time. Otherwise, in relation to personal data supplied to us through the HKEX website or otherwise, continued use by you of the HKEX website or your continued relationship with us shall be deemed to be your acceptance of and consent to this Privacy Policy Statement, as amended from time to time.

If you have any questions about this Privacy Policy Statement or how we use your personal data, please contact us through one of the communication channels set out in the "Contact Us" section below.

We will take all practicable steps to ensure the security of the personal data and to avoid unauthorised or accidental access, erasure or other use. This includes physical, technical and procedural security methods, where appropriate, to ensure that the personal data may only be accessed by authorised personnel.

Please note that if you do not provide us with your personal data (or relevant personal data relating to persons appointed by you to act on your behalf) we may not be able to provide the information, products or services you have asked for or process your requests, applications, subscriptions or registrations, and may not be able to perform or discharge the Regulatory Functions (defined below).

Purpose

From time to time we may collect your personal data including but not limited to your name, mailing address, telephone number, email address, date of birth and login name for the following purposes:

1. to process your applications, subscriptions and registration for our products and services;
2. to perform or discharge the functions of HKEX and any company of which HKEX is the recognised exchange controller (as defined in the Securities and Futures Ordinance (Cap. 571)) ("Regulatory Functions");
3. to provide you with our products and services and administer your account in relation to such products and services;
4. to conduct research and statistical analysis;
5. to process your application for employment or engagement within HKEX to assess your suitability as a candidate for such position and to conduct reference checks with your previous employers; and
6. other purposes directly relating to any of the above.

Direct marketing

Where you have given your consent and have not subsequently opted out, we may also use your name, mailing address, telephone number and email address to send promotional materials to you and conduct direct marketing activities in relation to HKEX financial services and information services, and financial services and information services offered by other members of the Group.

If you do not wish to receive any promotional and direct marketing materials from us or do not wish to receive particular types of promotional and direct marketing materials or do not wish to receive such materials through any particular means of communication, please contact us through one of the communication channels set out in the "Contact Us" section below. To ensure that your request can be processed quickly please provide your full name, email address, log in name and details of the product and/or service you have subscribed.

Identity Card Number

We may also collect your identity card number and process this as required under applicable law or regulation, as required by any regulator having authority over us and, subject to the PDPO, for the purpose of identifying you where it is reasonable for your identity card number to be used for this purpose.

Transfers of personal data for direct marketing purposes

Except to the extent you have already opted out we may transfer your name, mailing address, telephone number and email address to other members of the Group for the purpose of enabling those members of the Group to send promotional materials to you and conduct direct marketing activities in relation to their financial services and information services.

Other transfers of your personal data

For one or more of the purposes specified above, your personal data may be:

1. transferred to other members of the Group and made available to appropriate persons in the Group, in Hong Kong or elsewhere and in this regard you consent to the transfer of your data outside of Hong Kong;
2. supplied to any agent, contractor or third party who provides administrative,

telecommunications, computer, payment, debt collection, data processing or other services to HKEX and/or any of other member of the Group in Hong Kong or elsewhere; and
3. other parties as notified to you at the time of collection.

How we use cookies

If you access our information or services through the HKEX website, you should be aware that cookies are used. Cookies are data files stored on your browser. The HKEX website automatically installs and uses cookies on your browser when you access it. Two kinds of cookies are used on the HKEX website:

Session Cookies: temporary cookies that only remain in your browser until the time you leave the HKEX website, which are used to obtain and store configuration information and administer the HKEX website, including carrying information from one page to another as you browse the site so as to, for example, avoid you having to re-enter information on each page that you visit. Session cookies are also used to compile anonymous statistics about the use of the HKEX website.

Persistent Cookies: cookies that remain in your browser for a longer period of time for the purpose of compiling anonymous statistics about the use of the HKEX website or to track and record user preferences.

The cookies used in connection with the HKEX website do not contain personal data. You may refuse to accept cookies on your browser by modifying the settings in your browser or internet security software. However, if you do so you may not be able to utilise or activate certain functions available on the HKEX website.

Compliance with laws and regulations

HKEX and other members of the Group may be required to retain, process and/or disclose your personal data in order to comply with applicable laws and regulations or in order to comply with a court order, subpoena or other legal process (whether in Hong Kong or elsewhere), or to comply with a request by a government authority, law enforcement agency or similar body (whether situated in Hong Kong or elsewhere) or to perform or discharge the Regulatory Functions. HKEX and other members of the Group may need to disclose your personal data in order to enforce any agreement with you, protect our rights, property or safety, or the rights, property or safety of our employees, or to perform or discharge the Regulatory Functions.

Corporate reorganisation

As we continue to develop our business, we may reorganise our group structure, undergo a change of control or business combination. In these circumstances it may be the case that your personal data is transferred to a third party who will continue to operate our business or a similar service under either this Privacy Policy Statement or a different privacy policy statement which will be notified to you. Such a third party may be located, and use of your personal data may be made, outside of Hong Kong in connection with such acquisition or reorganisation.

Access and correction of personal data

Under the PDPO, you have the right to ascertain whether we hold your personal data, to obtain a copy of the data, and to correct any data that is inaccurate. You may also request us to inform you of the type of personal data held by us. All data access requests shall be made using the form prescribed by the Privacy Commissioner for Personal Data ("**Privacy Commissioner**") which may be found on the official website of the Office of the Privacy Commissioner or via this link <https://www.pcpd.org.hk/english/publications/files/Dforme.pdf>

Requests for access and correction of personal data or for information regarding policies and practices and kinds of data held by us should be addressed in writing and sent by post to us (see the "Contact Us" section below).

A reasonable fee may be charged to offset our administrative and actual costs incurred in complying with your data access requests.

Termination or cancellation

Should your account or relationship with us be cancelled or terminated at any time, we shall cease processing your personal data as soon as reasonably practicable following such cancellation or termination, provided that we may keep copies of your data as is reasonably required for archival purposes, for use in relation to any actual or potential dispute, for the purpose of compliance with applicable laws and regulations and for the purpose of enforcing any agreement we have with you, for protecting our rights, property or safety, or the rights, property or safety of our employees, and for performing or discharging our functions, obligations and responsibilities.

General

If there is any inconsistency or conflict between the English and Chinese versions of this Privacy Policy Statement, the English version shall prevail.

Contact us

By Post:
Personal Data Privacy Officer
Hong Kong Exchanges and Clearing Limited
8/F, Two Exchange Square
8 Connaught Place
Central
Hong Kong

By Email:
DataPrivacy@HKEX.COM.HK

