

REQUEST FORM (FOR REGISTERED SHAREHOLDERS)

申請表格 (供登記股東填寫)

To: S.F. Holding Co., Ltd. (the "Company")
c/o Tricor Investor Services Limited
17/F, Far East Finance Centre
16 Harcourt Road, Hong Kong

致: 順豐控股股份有限公司(「本公司」)
抄送 卓佳證券登記有限公司
香港夏愨道16號
遠東金融中心17樓

Provision of Email Address and/or Request for Printed Copy of Corporate Communications¹
提供電子郵箱地址及/或要求提供公司通訊¹的印刷本

Information of Shareholders 股東資料:

Name(s) (in English)
名稱(英文) : _____
Name(s) (in Chinese)
名稱(中文) : _____
Email address
電子郵箱地址 : _____
Email address (re-type)
電子郵箱地址(再次輸入) : _____
Contact telephone number
聯絡電話號碼 : _____

I/We would like to receive the Corporate Communications of the Company in printed copy.
本人/吾等要求索取本公司之公司通訊之印刷本。

Please mark "✓" in ONLY ONE of the following boxes:
請在下列方框之中僅標記一項「✓」:

- To receive the **printed English version** ONLY of future Corporate Communications; **OR**
僅收取日後的公司通訊的英文印刷本; 或
- To receive the **printed Chinese version** ONLY of future Corporate Communications; **OR**
僅收取日後的公司通訊的中文印刷本; 或
- To receive the **printed English and Chinese versions** of future Corporate Communications; **OR**
同時收取日後的公司通訊的英文和中文印刷本; 或
- To **cancel** prior request(s), if any, of printed version(s) of future Corporate Communications. Shareholders will refer to the online versions to be published on the Company's website and the website of The Stock Exchange of Hong Kong Limited (the "Stock Exchange") for all future Corporate Communications or the electronic form of Actionable Corporate Communications² to be received by email³ (as the case may be).
取消之前就收取所有日後的公司通訊印刷本的請求(如有)。股東將瀏覽本公司網站及香港聯合交易所有限公司(「聯交所」)網站上刊發的所有日後的公司通訊或通過電子郵件³接收的可供採取行動的公司通訊²的電子版本(視情況而定)。

Signature 簽名: _____

Address 地址: _____

(Please use ENGLISH BLOCK LETTERS) (請用正楷填寫)

Contact telephone number 聯絡電話號碼: _____

Date 日期: _____

Notes 附註:

- Corporate Communications include any document(s) issued or to be issued by the Company for the information or action of holders of any of its securities or the investing public, including but not limited to (a) the directors' report and its annual financial statements together with a copy of the auditors' report and, where applicable, its summary financial report; (b) the interim report and, where applicable, its summary interim report; (c) a notice of meeting; (d) a listing document; (e) a circular; and (f) a proxy form, except for any documents that are required or specified by the Stock Exchange or the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited from time to time.
公司通訊包括本公司發佈或將予發佈以供其任何證券持有人或投資大眾參照或採取行動的任何文件,其中包括但不限於(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)代表委任表格;唯不包括任何聯交所或香港聯合交易所有限公司證券上市規則不時規定或列明的文件。
- Actionable Corporate Communications refer to any corporate communications that seek instructions from the Shareholders of the Company on how they wish to exercise their rights or make elections as the Company's shareholders.
可供採取行動的公司通訊是指任何涉及及要求本公司股東指示其擬如何行使其有關股東權利的公司通訊。
- It is the Shareholder's responsibility to provide email address that is functional. If the Company does not receive the completed form or the email address provided is not functional, the Company will send the Actionable Corporate Communications in printed form together with a request form soliciting your functional email address to facilitate electronic dissemination of Actionable Corporate Communications in the future.
股東有責任提供有效的電子郵箱地址。如果本公司沒有收到填寫完整的表格或提供的電子郵箱地址無效,本公司將以印刷本形式發送可供採取行動的公司通訊,連同一份索取股東有效電子郵箱地址的表格,以便將來以電子通訊方式發送可供採取行動的公司通訊。
- If both English and Chinese versions of the Corporate Communications and Actionable Corporate Communications are combined into one document, a printed version of the Corporate Communications and Actionable Corporate Communications with both English and Chinese versions will be sent to the Shareholder requesting for a printed copy of any version(s) of the Corporate Communications and Actionable Corporate Communications.
若公司通訊及可供採取行動的公司通訊的英文版本及中文版本合併為一份文件,則公司通訊及可供採取行動的公司通訊的英文版本及中文版本的印刷版本將寄給要求索取任一版本本公司通訊及可供採取行動的公司通訊印刷版本的股東。
- Please complete all your details clearly. If no box, or more than one box, is marked, the Company reserves the right to treat this request as void.
請閣下清楚填妥所有資料。如未標記任何方框或標記多個方框,本公司保留將此請求視為無效的權利。
- In the case of joint registered holders of any shares, this form shall be deemed to be submitted by the joint registered holder whose name first appears on the register of members on behalf of all the joint registered holders.
倘若若干人士聯名持有股份,本表格應被視為由於股東名冊內排名首位姓名的聯名登記股東代表所有聯名登記股東提交。
- If more than one email addresses are provided, the Company will only adopt the first email address as set out above.
如提供多個電子郵箱地址,本公司將僅採用所述第一個電子郵箱地址。
- This request will be valid unless being revoked or superseded or until expired on the last day of the following financial year of the Company (whichever is earlier). Further request in writing will be required if a Shareholder prefers to continue receiving printed copy of future Corporate Communications.
此請求將一直有效,除非被撤銷或取代,或者直到本公司下一個財政年度的最後一天到期(以較早者為準)。如果股東希望繼續收到日後的公司通訊的印刷本,則需要做進一步書面請求。
- For avoidance of doubt, the Company does not accept any other instructions given on this request. Any other instructions inserted on this request will be deemed void.
為免存疑,本公司概不接受於此請求上作出的任何其他指示。在此請求中書寫的任何其他指示均被視為無效。

PERSONAL DATA COLLECTION STATEMENT 收集個人資料聲明

"Personal Data" in this statement has the same meaning as "personal data" defined in the Personal Data (Privacy) Ordinance (Chapter 486 of the Laws of Hong Kong) (the "PDPO"), which may include but not limited to your name, contact telephone number, email address and mailing address.
本聲明中所指的「個人資料」具有香港法例第486章《個人資料(私隱)條例》(「《私隱條例》」)中「個人資料」的涵義,包括但不限於: 閣下的名稱、聯絡電話號碼、電子郵箱地址和郵寄地址。

Your supply of Personal Data is on a voluntary basis for the purpose of receiving Corporate Communications in the manner chosen by you. Your Personal Data will be retained for such period as may be necessary for our verification and record purposes.
閣下是自願向本公司提供閣下個人資料,以便以閣下所選之方式接收公司通訊。閣下的個人資料將在適當期間保留作核實及記錄用途。

You have the right to request access to and/or to correct the respective Personal Data in accordance with the provisions of the PDPO. Any such request should be in writing sent to Personal Data Privacy Officer of the Company's H Share Registrar, Tricor Investor Services Limited, by mail to 17/F, Far East Finance Centre, 16 Harcourt Road, Hong Kong or by email to is-enquiries@vistra.com.

閣下有權根據《私隱條例》的條文要求查閱及/或修改閣下的個人資料。任何該等要求均須以書面方式發送至本公司H股股份過戶登記處卓佳證券登記有限公司的個人資料私隱主任(郵寄至香港夏愨道16號遠東金融中心17樓或發送電子郵件至is-enquiries@vistra.com)。

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Please cut the mailing label and stick it on an envelope to return this Request Form to us.

No postage is necessary if posted in Hong Kong.

當閣下寄回本申請表格時,請將郵寄標籤貼於信封上。
如在本港投寄,閣下無需支付郵費或貼上郵票。

Mailing Label 郵寄標籤

Tricor Investor Services Limited
卓佳證券登記有限公司
S.F. Holding Co., Ltd. (6936)
順豐控股股份有限公司 (6936)
Freepost No. 簡便回郵號碼: 10 GPO
Hong Kong 香港