

29 April 2019

**To: Those shareholders who have chosen to receive corporate communication of Greentown China Holdings Limited (the "Company") by electronic means through the Company's website in lieu of printed copy of the document:**

Dear Sir or Madam,

### **Annual Report 2018**

The Annual Report 2018 issued by the Company is now available (in English and Chinese) on both the website of the Company at [www.greentownchina.com](http://www.greentownchina.com) and the website of the Stock Exchange of Hong Kong Limited.

If you have any difficulty in receiving or gaining access to the Annual Report 2018 posted on the Company's website and the website of The Stock Exchange of Hong Kong Limited for any reason, we will, promptly upon your request in writing, send a printed form of the Annual Report 2018 to you free of charge. The aforesaid request should be sent to the Company's Share Registrar, Computershare Hong Kong Investor Services Limited, at 17M Floor, Hopewell Centre, 183 Queen's Road East, Hong Kong. Such notice may also be sent via email to [GreentownChina.com@computershare.com.hk](mailto:GreentownChina.com@computershare.com.hk), specifying your name, address and request.

If you have any queries about how to obtain copy of the Annual Report 2018 or about how to access the documents on the Company's website and / or the website of the Stock Exchange of Hong Kong Limited, please call the Company's hotline at 2523 3138.

Yours faithfully,  
Simon Fung  
Company Secretary

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致： 選擇了透過綠城中國控股有限公司(「本公司」)網站以電子形式瀏覽公司通訊文件以代替該文件的印刷本的股東：

敬啟者：

### **2018 年度報告**

閣下現在可以在本公司網站 [www.greentownchina.com](http://www.greentownchina.com) 及香港聯合交易所有限公司之網站上閱覽由本公司刊發的 2018 年度報告英文及中文版。

倘 閣下因任何理由以致在收取或接收載於本公司網站及香港交易所披露易網站上的 2018 年度報告上出現困難，本公司將於接到 閣下書面通知後，盡快向 閣下免費發送 2018 年度報告的印刷本。前述通知須寄發予本公司股份登記及過戶處香港中央證券登記有限公司，地址為香港皇后大道東一八三號合和中心 17M 樓。 閣下亦可透過電郵發出以上通知，註明 閣下的姓名，地址及要求，電郵地址為：[GreentownChina.com@computershare.com.hk](mailto:GreentownChina.com@computershare.com.hk)。

倘 閣下對於如何索取 2018 年度報告或如何在本公司網站及 / 或香港交易所披露易網站上閱覽該文件有任何疑問，請致電本公司熱線 2523 3138。

公司秘書  
馮征謹啟  
二零一九年四月二十九日

**GTCH-29042019-1(0)**

## Change Request Form 變更申請表

**To: Greentown China Holdings Limited (“Company”)**  
c/o Computershare Hong Kong Investor Services Limited  
17M Floor, Hopewell Centre, 183 Queen’s Road East,  
Wanchai, Hong Kong

**致： 綠城中國控股有限公司\*（「本公司」）**  
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 Communications# of the Company as indicated below:

本人／我們希望以下列方式收取本公司通訊：

(Please cross **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)

- read the **Website Version** of all future Corporate Communications published on the Company’s website in place of receiving printed copies; **OR**  
瀏覽在本公司網站刊發之公司通訊網上版本，以代替印刷本，並收取公司通訊文件已在網上刊發之通知信函；**或**
- to receive the **printed English version** of all future Corporate Communications **ONLY**; **OR**  
僅收取公司通訊之英文印刷本；**或**
- to receive the **printed Chinese version** of all future Corporate Communications **ONLY**; **OR**  
僅收取公司通訊之中文印刷本；**或**
- to receive both **printed English and Chinese versions** of all future Corporate Communications.  
同時收取公司通訊之英文及中文印刷本。

Contact telephone number

聯絡電話號碼

Signature

簽名

Date

日期

**Notes 附註：**

- Please complete all your details clearly.  
請 閣下清楚填妥所有資料。
- If the Company does not receive this Change Request Form by 29 May 2019, all future Corporate Communications will be sent out in the manner specified in the Company’s letter dated 29 April 2019.  
倘若本公司於 2019 年 5 月 29 日仍未收到 閣下的變更申請表，本公司將按 2019 年 4 月 29 日之本公司函件內所述之方式把公司通訊寄予 閣下。
- By selection to read the Website Version of the Corporate Communications published on the Company’s website in place of receiving printed copies, you have expressly consented to waive the right to receive the Corporate Communications 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 Communications to be sent to shareholders of the Company until you notify otherwise by reasonable notice in writing to the Company’s share registrar, Computershare Hong Kong Investor Services Limited, 17M Floor, Hopewell Centre, 183 Queen’s Road East, Wanchai, Hong Kong. You are entitled to change your election of language and means of receipt of the Company’s Corporate Communication at any time by reasonable notice in writing to the Company’s Share Registrar. Such notice may also be sent via email to [GreentownChina.ecom@computershare.com.hk](mailto:GreentownChina.ecom@computershare.com.hk), specifying your name, address and request. 上述指示適用於將來寄發予本公司股東之所有公司通訊，直至 閣下發出合理時間的書面通知予本公司之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 樓另作選擇為止。閣下有權隨時發出合理書面通知本公司股份過戶登記處，要求更改選擇公司通訊的語言版本及收取方式。閣下亦可透過電郵發出以上通知，註明 閣下的姓名，地址及要求，電郵地址為：[GreentownChina.ecom@computershare.com.hk](mailto:GreentownChina.ecom@computershare.com.hk)。
- All Future Corporate Communications in both printed English and Chinese versions will be available for inspection from the Company or the Company’s share registrar upon request.  
本公司或本公司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。
- The shareholders are entitled to change the choice of means of receipt and language of the Company’s Corporate Communication at any time by reasonable notice in writing to the Company share registrar.  
股東有權隨時發出合理書面通知本公司股份過戶登記處，要求更改收取公司通訊文件之選擇。
- For the avoidance of doubt, no additional instructions (other than those imprinted herein) written on this form will be processed.  
為免存疑，任何在本回條上的額外指示（本回條上所印列之指示除外）將不予處理。

\* For identification purpose only 僅供識別