



**AIA Group Limited**  
**友邦保險控股有限公司**

(Incorporated in Hong Kong with limited liability)  
(於香港註冊成立的有限公司)

Stock Code 股份代號：1299

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**NOTIFICATION LETTER 通知信函**

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9 April 2020

Dear Non-registered Shareholder<sup>(Note 1)</sup>,

**AIA Group Limited (the “Company”)**

**– Notice of Publication of Annual Report 2019 (the “Annual Report 2019”) and the Environmental, Social and Governance Report 2019 of the Company**

The English and Chinese versions of the Annual Report 2019 are available on the Company’s website at [www.aia.com](http://www.aia.com) and Hong Kong Exchanges and Clearing Limited’s website at [www.hkexnews.hk](http://www.hkexnews.hk) (the “HKEX website”). You may visit our website by clicking “Hong Kong Stock Exchange Announcements” under the section headed “Investor Relations” or the HKEX website to view and/or download the Annual Report 2019. The Environmental, Social and Governance Report 2019 of the Company is available under the sub-section headed “Environmental Social Governance” in the “About AIA” section of the Company’s website at [www.aia.com](http://www.aia.com) and the HKEX website.

If you wish to receive the printed version(s) of the Annual Report 2019 and all future Corporate Communications<sup>(Note 2)</sup>, please complete and sign the request form (the “Request Form”) set out on the reverse side of this letter and return it to the Company c/o the Company’s share registrar, Computershare Hong Kong Investor Services Limited (the “Share Registrar”) by mail using the mailing label provided at the bottom of the Request Form or by hand delivery. The address of the Share Registrar is 17M Floor, Hopewell Centre, 183 Queen’s Road East, Wanchai, Hong Kong. The Request Form may also be downloaded from the Company’s website or the HKEX website. The Company will, upon your request, send the Corporate Communications to you in printed form free of charge.

Should you have any queries in relation to this letter, please call the enquiry hotline of the Share Registrar at (852) 2862 8688 during business hours from 9:00 a.m. to 6:00 p.m. (Hong Kong time), Mondays to Fridays, excluding Hong Kong public holidays or send an email to [aia.ecom@computershare.com.hk](mailto:aia.ecom@computershare.com.hk).

Yours faithfully,  
**AIA Group Limited**

- Notes: (1) *This letter is sent to the Company’s non-registered shareholders (each, a “Non-registered Shareholder”). Non-registered Shareholder means such person or company whose shares in the Company are held in the Central Clearing and Settlement System and who has notified the Company from time to time through Hong Kong Securities Clearing Company Limited that he/she/it wishes to receive Corporate Communications. If you have sold or transferred your shares in the Company, please disregard this letter and the Request Form on the reverse side.*
- (2) *Unless otherwise specified, Corporate Communications refer to any documents issued or to be issued by the Company for the information or action of holders of any of its securities, including but not limited to the annual report, interim report, notice of meeting and circular.*

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各位非登記股東<sup>(附註1)</sup>：

**友邦保險控股有限公司 (「本公司」)**

**– 本公司2019年報 (「2019年報」) 及2019年環境、社會及管治報告之刊發通知**

2019年報的英、中文版本已登載於本公司網站 [www.aia.com](http://www.aia.com) 及香港交易及結算所有限公司網站 [www.hkexnews.hk](http://www.hkexnews.hk) (「香港交易所網站」)。閣下可瀏覽本公司網站並於「投資者關係」項下點擊「聯交所公告」或於香港交易所網站閱覽及／或下載2019年報。本公司2019年環境、社會及管治報告已登載於本公司網站 [www.aia.com](http://www.aia.com) 內「友邦保險概況」項下的「我們的環境、社會和管治(ESG)方針」部份及香港交易所網站。

如閣下欲收取2019年報及所有日後刊發之公司通訊<sup>(附註2)</sup>的印刷本，請填妥及簽署在本函背面附載的申請表格(「申請表格」)，並使用申請表格下方提供之郵寄標籤寄回申請表格，或親身交回本公司證券登記處香港中央證券登記有限公司(「證券登記處」)以轉交本公司。證券登記處地址為香港灣仔皇后大道東183號合和中心17M樓。申請表格亦可於本公司網站或香港交易所網站內下載。本公司將應閣下要求發送所要求的公司通訊的印刷本子。閣下，費用全免。

如閣下對本函內容有任何疑問，請於辦公時間星期一至五(香港公眾假期除外)上午9時正至下午6時正(香港時間)致電證券登記處熱線(852) 2862 8688，或發送電郵至 [aia.ecom@computershare.com.hk](mailto:aia.ecom@computershare.com.hk)。

友邦保險控股有限公司  
謹啟

2020年4月9日

附註：(1) 此函件乃向本公司之非登記股東(「非登記股東」)發出。非登記股東乃指透過中央結算及交收系統持有本公司股份的人士或公司，而彼已經透過香港中央結算有限公司不時知會本公司，希望收到公司通訊。如果閣下已經出售或轉讓所持有之本公司股份，則無需理會本函件及背面之申請表格。

(2) 除非另有註明，公司通訊乃指本公司已發出或將予發出以供其任何證券的持有人參照或採取行動的任何文件，其中包括但不限於年報、中期報告、會議通告及通函。

## REQUEST FORM 申請表格

**To: AIA Group Limited (the "Company")**  
**(Stock Code: 1299)**  
 c/o Computershare Hong Kong Investor Services Limited  
 17M Floor, Hopewell Centre  
 183 Queen's Road East, Wanchai, Hong Kong

**致：友邦保險控股有限公司 (「本公司」)**  
**(股份代號：1299)**  
 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 printed version(s) of the Annual Report 2019 of the Company and all future Corporate Communications\* ("all Corporate Communications") in the manner as indicated below:

本人/我們欲以下列方式收取本公司的2019年報及所有日後刊發的公司通訊\* (「所有公司通訊」)：

(Please mark "X" in **ONLY ONE** of the following boxes)  
 (請從下列選擇中，僅在其中一個空格內劃上「X」號)

to receive the **printed English version** of all Corporate Communications **ONLY**; **OR**  
 僅收取所有公司通訊的英文印刷本；或

to receive the **printed Chinese version** of all Corporate Communications **ONLY**; **OR**  
 僅收取所有公司通訊的中文印刷本；或

to receive both the **printed English and Chinese versions** of all Corporate Communications.  
 收取所有公司通訊的英文及中文印刷本。

**Signature :**

簽名： \_\_\_\_\_

**Contact telephone number :**

聯絡電話號碼： \_\_\_\_\_

**Name :**

姓名： \_\_\_\_\_

**Date :**

日期： \_\_\_\_\_

**Notes 附註：**

- Please complete all your details clearly. Any Request Form with more than one box marked (X), with no box marked (X), with no signature or otherwise incorrectly completed will be void. 請清楚填寫 閣下之所有資料。如在本申請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，則本申請表格將會作廢。
  - This Request Form is sent to the Company's non-registered shareholders (each, a "Non-registered Shareholder"). Non-registered Shareholder means such person or company whose shares in the Company are held in the Central Clearing and Settlement System and who has notified the Company from time to time through Hong Kong Securities Clearing Company Limited that he/she/it wishes to receive Corporate Communications. 本申請表格乃向本公司之非登記股東 (「非登記股東」) 發出。非登記股東乃指透過中央結算及交收系統持有本公司股份的人士或公司，而彼已經透過香港中央結算有限公司不時知會本公司，希望收到公司通訊。
  - The above instruction will apply to all Corporate Communications to be sent to you until you notify the Company c/o the Company's share registrar, Computershare Hong Kong Investor Services Limited to the contrary or unless you have at anytime ceased to have holdings in the Company. The address of the Company's share registrar is 17M Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong. 上述指示將適用於發送予 閣下之所有公司通訊，直至 閣下經本公司證券登記處香港中央證券登記有限公司通知本公司另作安排，或 閣下任何時候停止持有本公司的股份為止。本公司證券登記處地址為香港灣仔皇后大道東183號合和中心17M樓。
  - For the avoidance of doubt, the Company does not accept any other instructions given on this Request Form. 為免存疑，任何在本申請表格上任何額外指示，本公司將不予處理。
- \* Unless otherwise specified, Corporate Communications refer to any documents issued or to be issued by the Company for the information or action of holders of any of its securities, including but not limited to the annual report, interim report, notice of meeting and circular. 除非另有說明，公司通訊乃指本公司已發出或將予發出以供其任何證券的持有人參照或採取行動的任何文件，其中包括但不限於年報、中期報告、會議通告及函函。

### PERSONAL INFORMATION COLLECTION STATEMENT

收集個人資料聲明

- "Personal Data" in this statement has the same meaning as "personal data" in the Personal Data (Privacy) Ordinance, Chapter 486 of the Laws of Hong Kong ("PDPO"). 本聲明中所指的「個人資料」與香港法例第486章《個人資料(私隱)條例》(「《私隱條例》」)中「個人資料」的涵義相同。
- Your Personal Data provided in this Request Form will be used in connection with processing your request in respect of language and/or means of receiving Corporate Communications. Your supply of Personal Data to the Company is on a voluntary basis. In case of a failure to provide sufficient information, the Company may not be able to process your instructions and/or requests as stated in this Request Form. 閣下於本申請表格所提供的個人資料將用以處理 閣下有關於接收公司通訊之語言及/或方式的要求。閣下是自願向本公司提供個人資料。若 閣下未能提供足夠資料，本公司可能無法處理 閣下在本申請表格上所述的指示及/或要求。
- Your Personal Data may be disclosed or transferred by the Company to its subsidiaries, its share registrar, and/or other companies or bodies for any of the stated purposes, or when it is required to do so by law and will be retained for such period as may be necessary for our verification and record purposes. 本公司可就任何所說明的用途或在法例規定的情況下，將 閣下的個人資料披露或轉移給本公司的附屬公司、證券登記處、及/或其他公司或團體，並將在適當期間保留該等個人資料作核實及紀錄用途。
- You have the right to request access to and/or correction of your Personal Data in accordance with the provisions of the PDPO. Any such request for access to and/or correction of your Personal Data should be in writing, by mail to the Personal Data Privacy Officer of Computershare Hong Kong Investor Services Limited at 17M Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong or by email at [hkinfo@computershare.com.hk](mailto:hkinfo@computershare.com.hk). 閣下有權根據《私隱條例》的條文查閱及/或修改 閣下的個人資料。任何該等查閱及/或修改個人資料的要求均須以書面方式郵寄至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) 向個人資料私隱主任提出，或電郵至 [hkinfo@computershare.com.hk](mailto:hkinfo@computershare.com.hk)。

#### Mailing Label 郵寄標籤

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

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

**No postage is necessary if posted in Hong Kong.**

當 閣下寄回此表格時，請將郵寄標籤剪貼於信封上。  
 如在本港投寄，閣下無需支付郵費或貼上郵票。

#### Get in touch with us 與我們聯繫

Send us an enquiry 垂詢  
 Rate our service 評價  
 Lodge a complaint 投訴



Contact Us 聯繫我們

[www.computershare.com/hk/contact](http://www.computershare.com/hk/contact)