

#Please specify your name and address clearly in ENGLISH BLOCK LETTER below if you download this form from the web.

#倘若閣下從網上下載本表格，請於下面用英文正楷清楚註明閣下的姓名及地址。

Name of shareholder(s)#

股東姓名#

Address#

地址#



## Chongqing Machinery & Electric Co., Ltd.\*

### 重慶機電股份有限公司

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

(於中華人民共和國註冊成立的股份有限公司)

(Stock code /股份代號: 2722)

#### Change Request Form 更改指示回條

**To: Chongqing Machinery & Electric Co., Ltd. (the "Company")**  
c/o Computershare Hong Kong Investor Services Limited  
Rooms 1806-1807, 18th Floor, Hopewell Centre,  
183 Queen's Road East, Wanchai, Hong Kong

**致：重慶機電股份有限公司（「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 18 樓 1806-1807 室

I/We would like to receive future Corporate Communications of the Company in the manner as indicated below:

本人/我們希望日後收取公司通訊作下列更改

(Please mark **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)

- to read the **Website version** of all future Corporate Communications published on the Company's website in place of receiving printed copies and receive a printed notification of the publication of the Website Version; **OR**  
瀏覽在公司網站發表之公司通訊文件**網上版本**，以代替印刷本並收取公司通訊文件網上版本已刊發的通知信函；**或**
- to receive the **printed English version** of all future Corporate Communications **ONLY**; **OR**  
僅收取公司通訊文件之**英文印刷本**；**或**
- to receive the **printed Chinese version** of all future Corporate Communications **ONLY**; **OR**  
僅收取公司通訊文件之**中文印刷本**；**或**
- to receive both printed **English and Chinese versions** of all future Corporate Communications.  
同時收取公司通訊文件之**英文及中文印刷本**。

Signature:

簽名

Contact telephone number:

聯絡電話號碼

Date:

日期

Note:  
附註：

- Please complete all your details clearly.  
請閣下清楚填寫所有資料。
- Any form with more than one box marked (X), with no box marked (X), with no signature or otherwise incorrectly completed will be void.  
如在本回條作出超過一項選擇、或未有作出選擇、或未有簽署、或在其他方面填寫不正確，則本回條將會作廢。
- The above instruction will apply to all future Corporate Communications to be sent to you until you notify otherwise by reasonable notice in writing to the Company's H Share Registrar, Computershare Hong Kong Investor Services Limited, at Rooms 1806-1807, 18th Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong.  
上述指示適用於將來發送予閣下之所有公司通訊，直至閣下發出合理書面通知予本公司之H股證券登記處，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18樓1806-1807室另作選擇為止。
- If you have any difficulty in receiving or gaining access to the Corporate Communications for any reason, the Company will promptly upon your notice send the printed version of the Corporate Communication to you free of charge.  
閣下因任何理由以致在收取或接收本次公司通訊出現困難，本公司將於接到閣下通知後，立即向閣下免費發送本次公司通訊的印刷本。
- For the avoidance of doubt, we do not accept any special instructions written on this Change Request Form.  
為免存疑，任何在本更改指示回條上的額外手寫指示，本公司將不予處理。

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