



潍柴動力股份有限公司

WEICHAI POWER CO., LTD.

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

(Stock Code: 2338)

29 September 2022

Dear Shareholder,

Election of Means of Receipt and Language of Corporate Communications

Pursuant to Rules 2.07A and 2.07B of the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited (the “**Stock Exchange**”) and the articles of association of Weichai Power Co., Ltd. (the “**Company**”), the Company is writing to seek your election regarding the means of receipt and the language of all future corporate communications (the “**Corporate Communications**”) of the Company to be dispatched in the future. The Corporate Communications include but are not limited to the Company’s (a) the annual 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.

You may choose one of the options set out below:

- (1) to read all future Corporate Communications published on the Company’s website at www.weichai.com (“**Website Version**”) in place of receiving printed copies, and to receive a written notification either by post or by email of the publication of the relevant Corporate Communications on the website of the Company; or
- (2) to receive the printed English version of all future Corporate Communications only; or
- (3) to receive the printed Chinese version of all future Corporate Communications only; or
- (4) to receive both the printed English and Chinese versions of all future Corporate Communications.

In support of environmental protection and for the purpose of saving printing and mailing costs, the Company recommends you to select the Website Version. To make your election, please complete the reply form enclosed with this letter and send it to the Company c/o Computershare Hong Kong Investor Services Limited (the “**H Share Registrar**”), using the freepost mailing label and need not to affix a stamp when returning (if posted in Hong Kong). Otherwise, please affix an appropriate stamp. The address of the H Share Registrar is 17M Floor, Hopewell Centre, 183 Queen’s Road East, Wanchai, Hong Kong. You may also send email with a scanned copy of the reply form to print@weichai.com.

If the Company does not receive a duly completed and signed reply form or receive a response indicating the objection from you by 27 October 2022 and until you inform the Company c/o the H Share Registrar by reasonable notice in writing according to the relevant laws and regulations, you are deemed to have consented to receive the Website Version of all future Corporate Communications, and a written notification of the publication of the Corporate Communications on the Company’s website will be sent to you.

You have the right at any time by reasonable notice in writing to the Company c/o the H Share Registrar or by email to print@weichai.com to change the choice of means of receipt and/or language of all future Corporate Communications. Even if you have chosen (or are deemed to have consented) to receive the Website Version of all future Corporate Communications but for any reason have difficulty in receiving or gaining access to the Website Version of the Corporate Communications, the Company will promptly upon your request in writing or by email to print@weichai.com send the Corporate Communications to you in printed form free of charge.

Please note that (a) printed copies of the English and Chinese versions of all future Corporate Communications will be available from the Company or the H Share Registrar on request; and (b) the same will also be available on the Company’s website at www.weichai.com and the Stock Exchange’s website at www.hkexnews.hk.

Should you have any queries in relation to this letter, please call the Company’s telephone hotline at (852) 2295 3138 during business hours from 9 a.m. to 6 p.m. from Monday to Friday, excluding Hong Kong public holidays or send an email to print@weichai.com.

By Order of the Board of Directors
Weichai Power Co., Ltd.
Tan Xuguang
Chairman and CEO

WPCH-29092022-1(0)

Reply Form 回條

To: Weichai Power Co., Ltd. ("Company")
(a joint stock limited company incorporated in the People's Republic of China with limited liability)
(Stock code: 2338)
c/o Computershare Hong Kong Investor Services Limited
17M Floor, Hopewell Centre, 183 Queen's Road East,
Wanchai, Hong Kong

致： 濰柴動力股份有限公司（「公司」）
（於中華人民共和國註冊成立之股份有限公司）
（股份代號：2338）
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 all future Corporate Communications* of the Company (the "Corporate Communications") in the manner as indicated below:
本人/我們希望以下列方式收取 貴公司之日後所有公司通訊*（「公司通訊」）：

(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 all future Corporate Communications published on the Company's website (the "Website Version") in place of receiving printed copies; and to receive a written notification either by post or by email of the publication of the relevant Corporate Communications on the website of the Company; OR
瀏覽所有日後在本公司網站刊載之公司通訊（「網上版本」），以代替收取印刷本，並以郵遞或電郵方式收取有關已在本公司網站登載的公司通訊之書面通知；或

Email Address
電郵地址

Table with 20 empty cells for email address input.

(The Company will send to the email address provided above (if any) the email notification of the availability of all future Corporate Communications on the Company's website. If no email address is provided, only a notification letter of the publication of all future Corporate Communications on the Company's website will be sent. Please provide the email address in English Capital Letters, and the email address will solely be used for email notification of the release of all future Corporate Communications.)

(本公司僅將所有日後公司通訊已在本公司網站登載之電郵通知發送至如上提供之電郵地址(如有)。如未有提供電郵地址，則僅會向閣下寄發所有日後公司通訊已在本公司網站登載之通知信函。請以英文正楷填寫電郵地址，有關電郵地址僅用作收取所有日後公司通訊已于發佈之電郵通知。)

- 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 the 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。

Name: 姓名

Signature: 簽名

Contact telephone number: 聯絡電話號碼

Date: 日期

Address: 地址

Notes 附註：

- 1. Please complete all your details clearly. 請 閣下清楚填寫所有資料。
2. If the Company does not receive this Reply Form or receive a response indicating the objection from you by 27 October 2022, you are deemed to have consented to receive the Website Version of all future Corporate Communications, and all future Corporate Communications will be sent in the manner specified in the Company's letter dated 29 September 2022 and we will send you a written notification of the publication of the Corporate Communications on the Company's website. 倘本公司於 2022 年 10 月 27 日仍未收到 閣下的回條或表示反對的回應，閣下將被視為已同意收取所有日後公司通訊之網上版本，而本公司將按 2022 年 9 月 29 日之本公司函件內所述之方式向 閣下發送有關公司通訊已在本公司刊載之通知。
3. 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收取公司通訊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印刷本的權利。
4. 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，請本回條須由該本公司股東名單上就聯名持有股份其姓名位列首位的股東簽署，方為有效。
5. 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 c/o Company's Hong Kong H Share Registrar, Computershare Hong Kong Investor Services Limited, 17M Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong or by email to print@weichai.com.hk. 上述指示適用於將來寄發予 閣下之所有公司通訊，直至 閣下發出合理時間的書面通知予本公司之 H 股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 樓或電郵至 print@weichai.com.hk 另作選擇為止。
6. You are entitled to change the choice of means of receipt and/or language of all future Corporate Communications at any time by reasonable notice in writing to the Company c/o the Company's Hong Kong H Share Registrar or using email at print@weichai.com.hk. 閣下有權隨時發出合理時間的書面通知予本公司之 H 股股份過戶登記處或以電郵方式發送至 print@weichai.com.hk，要求更改公司通訊之收取方式及/或語言版本。
7. For the avoidance of doubt, the Company does not accept any special instructions written on this Reply Form. 為免存疑，本公司概不接受於本回條上書寫之任何額外指示。

Personal Information Collection Statement 收集個人資料聲明

- 1. "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」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。
2. Your supply of Personal Data to the Company is on a voluntary basis. If you fail to provide sufficient information, the Company may not be able to process your instructions and/or requests as stated in this form. 閣下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 閣下在本表格上所述的指示及/或要求。
3. Your Personal Data may be disclosed or transferred by the Company to its subsidiaries, its H Share Registrar, and/or other companies or bodies for any of the stated purposes, and retained for such period as may be necessary for verification and record purposes. 本公司可就任何所說明的用途，將 閣下的個人資料披露或轉移給本公司的附屬公司、H 股股份過戶登記處，及/或其他公司或團體，並將在適當期間保留該個人資料作核實及記錄用途。
4. 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 made in writing 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. 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向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）的個人資料私隱主任提出。

*Corporate Communications refer to any documents issued or to be issued by the Company for the information or action of holders of any of the Company's securities or the investing public, including but not limited to: (a) the annual 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. 公司通訊指本公司發出或將予發出以供本公司任何證券的持有人或投資大眾參閱或採取行動的任何文件，其中包括但不限於：(a) 年報報告；以及（如適用）財務摘要報告；(b) 中期報告；以及（如適用）中期摘要報告；(c) 會議通告；(d) 上市文件；(e) 通告；及(f) 委任代表表格。

Mailing Label 郵寄標籤

Computershare Hong Kong Investor Services Limited
香港中央證券登記有限公司
Freeport 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 Reply Form to us.
No postage is necessary if posted in Hong Kong.

當 閣下寄回本回條時，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