BEA東亞銀行

The Bank of East Asia, Limited
東亞銀行有限公司
(Incorporated in Hong Kong with limited liability in 1918)
(Stock Code: 23)

13th September, 2016

Dear Non-Registered Holder[Note 1] of Ordinary Shares of the Bank,

Notice of publication of Interim Report 2016 ("Current Corporate Communication")

We hereby notify you that the English and Chinese versions of the Current Corporate Communication of The Bank of East Asia, Limited (the "**Bank**") are now available on the website of the Bank at www.hkbea.com and the website of Hong Kong Exchanges and Clearing Limited at www.hkexnews.hk. You may access the Current Corporate Communication by visiting "About BEA – Investor Communication" section on the home page of the Bank's website.

If you wish to receive a printed copy of the Current Corporate Communication, you can complete the enclosed Request Form and return it to the Bank's share registrar, Tricor Standard Limited, by post using the mailing label provided. Printed copy of the Current Corporate Communication will be sent to you free of charge upon receipt of your request.

Please note that by completing and returning the Request Form to request for a printed copy of the Current Corporate Communication, you will expressly indicate that you prefer to receive all future corporate communications[Note 2] of the Bank in printed form.

Should you have any queries relating to this notice, please contact Customer Service Hotline of Tricor Standard Limited at (852) 2980 1333 from 9:00 a.m. to 5:00 p.m., Monday to Friday (excluding public holidays).

Yours faithfully,
For and on behalf of
The Bank of East Asia, Limited
Alson LAW Chun-tak
Company Secretary

Notes:

1. *This letter is addressed to non-registered holders. "Non-registered holder" means such person or company whose shares are held in The Central Clearing and Settlement System and who has notified the Bank from time to time through Hong Kong Securities Clearing Company Limited that he/they wish(es) to receive corporate communications of the Bank.*

2. *Corporate communications include but are not limited to the directors' report and annual accounts together with a copy of the auditor's report, the interim report, a notice of meeting, a listing document and a circular.*

Request Form for Printed Copies of Corporate Communications 索取公司通訊印刷本表格

To: **The Bank of East Asia, Limited (the "Bank")**
c/o Tricor Standard Limited
Level 22, Hopewell Centre
183 Queen's Road East, Hong Kong

致：**東亞銀行有限公司(「本行」)**
經卓佳標準有限公司
香港皇后大道東183號
合和中心22樓

I/We would like to receive printed copies of the Interim Report 2016 and all future corporate communications[Note 1] of the Bank[Note 2].

本人／吾等要求索取 2016 年度中期報告及本行日後刊發的所有公司通訊[註 1] 的印刷本[註 2]。

Signature:
簽署：_____

Date:
日期：_____

Name: (English)
姓名：_____（英文）

(Chinese)
_____（中文）

(in block letters 以正楷填寫)

Contact Phone Number:
聯絡電話：_____

Notes:
註：

1. Corporate communications include but are not limited to the directors' report and annual accounts together with a copy of the auditor's report, the interim report, a notice of meeting, a listing document and a circular.
公司通訊包括但不限於董事會報告及年度賬目連同核數師報告、中期報告、會議通告、上市文件及通函。

2. By completing and returning this Request Form to request for printed copies of the corporate communications, you have expressly indicated that you prefer to receive all future corporate communications of the Bank in printed form.
當　閣下填寫及寄回索取公司通訊印刷本表格後，即表示　閣下確認擬收取本行日後刊發的所有公司通訊的印刷本。

Please cut the mailing label and stick this on an envelope to return the Request Form to us.
No postage stamp is required if posted in Hong Kong.

當　閣下寄回此申請表格時，請將此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。

Tricor Standard Limited
卓佳標準有限公司
Freepost No. 簡便回郵號碼：37
Hong Kong 香港