



BOC AVIATION LIMITED

中銀航空租賃有限公司*

(Incorporated in the Republic of Singapore with limited liability)
(Stock Code: 2588)

24 September 2024

Dear registered shareholder(s),

BOC Aviation Limited (the "Company") - 2024 Interim Report (the "Current Corporate Communication") and Arrangement of Electronic Dissemination of Corporate Communications

Please be informed that the English and Chinese versions of the Company's Current Corporate Communication are available on the Company's website at www.bocaviation.com and the HKEXnews' website at www.hkexnews.hk. A printed copy of the relevant version is enclosed if you previously requested it.

For shareholders who chose or are deemed to have consented to receive Corporate Communications^(Note 1) by electronic means but for any reason you have difficulty in receiving or gaining access to the Current Corporate Communication, or if you want to receive another printed language version of the Company's Current Corporate Communication other than that which you have received, the Company will promptly upon your request send to you a printed version free of charge. Please make your request to the Company c/o the Company's Hong Kong Share Registrar, Computershare Hong Kong Investor Services Limited at 17M Floor, Hopewell Centre, 183 Queen's Road East, Wan Chai, Hong Kong or by email to bocaviation.ecom@computershare.com.hk.

Arrangement of Electronic Dissemination of Corporate Communications

Pursuant to Rule 2.07A of the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited (the "Listing Rules") under the expansion of paperless listing regime and electronic dissemination of Corporate Communications that came into effect on 31 December 2023, the Company is writing to inform you that the Company has adopted electronic dissemination of Corporate Communications. Please note that both the English and Chinese versions of all future Corporate Communications will be available electronically on the Company's website at www.bocaviation.com and the HKEXnews' website at www.hkexnews.hk, in place of printed copies. Notwithstanding the above, please note that Actionable Corporate Communications^(Note 2) will be sent to you individually in printed form or through email in accordance with your indicated preference, in addition to being made available electronically on the Company's website and the HKEXnews' website.

We write to ascertain your preference in receiving all future Corporate Communications. If you wish to receive the printed version of future Corporate Communications, please complete the enclosed reply form (the "Reply Form") and return it to the Company's Hong Kong Share Registrar by using the mailing label at the bottom of the Reply Form (no postage is necessary if posted in Hong Kong; otherwise, please affix an appropriate stamp); or sending an email to bocaviation.ecom@computershare.com.hk specifying your name, address and request to receive the Corporate Communications in printed form. The Reply Form may also be downloaded from the Company's website or the HKEXnews' website. Please note that such instruction shall be valid for one year starting from the receipt date of your instruction, or until the instructions have been revoked or superseded.

Collection of your Electronic Contact Details

To ensure timely receipt of the latest Corporate Communications and Actionable Corporate Communications the Company recommends you provide your email address by scanning your personalized QR code printed on the enclosed Reply Form. Alternatively, you may sign and return the Reply Form to the Company's Hong Kong Share Registrar.

If the Company does not receive a functional email address in your reply, until such time that the functional email address is provided to the Hong Kong Share Registrar, you may (i) be unable to receive any notifications regarding the publication of Corporate Communications; (ii) need to proactively check the Company's website and the HKEXnews' website to keep up with the publication of Corporate Communications; and (iii) receive the Actionable Corporate Communications in printed form in the future.

If you have any queries relating to any of the above matters, please contact the service hotline of the Company's Hong Kong Share Registrar at (+852) 2862 8688 during business hours (9:00 a.m. to 6:00 p.m., Monday to Friday, excluding Hong Kong public holidays).

By order of the Board
BOC Aviation Limited
So Yiu Fung
Company Secretary

Note 1: Corporate Communications include but not limited to (a) the directors' report, its annual accounts together with a copy of the auditors' 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.

Note 2: Actionable Corporate Communication is any corporate communication that seeks instructions from issuer's securities holders on how they wish to exercise their rights or make an election as the issuer's securities holder.

各位登記股東：

中銀航空租賃有限公司 (「本公司」)
- 2024年中期報告 (「本次公司通訊文件」) 以及電子方式發佈公司通訊之安排

謹通知 閣下本次公司通訊文件中、英文版本已載列於本公司網站 (www.bocaviation.com) 及香港交易所披露易網站 (www.hkexnews.hk)。如 閣下之前已要求收取任一語言印刷本，謹此附上該印刷本。

已選擇或被視為已選擇收取公司通訊^(附註1) 電子版本之股東，若因任何理由在收取或瀏覽本次公司通訊文件上遇到困難，或 閣下欲收取本公司的本次公司通訊文件之另一語言印刷本，本公司將於收到 閣下之要求後，迅即向 閣下免費寄發一份印刷本。請把 閣下之要求傳達至本公司香港股份過戶登記處，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 bocaviation.ecom@computershare.com.hk。

以電子方式發佈公司通訊之安排

根據自2023年12月31日起生效的擴大無紙化上市機制及以電子方式發佈公司通訊規定下《香港聯合交易所有限公司證券上市規則》(「《上市規則》」) 第2.07A條，本公司謹此通知 閣下，本公司已採用以電子方式發佈公司通訊。請注意，所有未來公司通訊的英文版和中文版將在本公司網站 www.bocaviation.com 和香港交易所披露易網站 www.hkexnews.hk 上提供，以代替印刷本。儘管實施上述安排，請注意可供採取行動的公司通訊^(附註2) 在登載於本公司網站和香港交易所披露易網站之外，將按 閣下所作選擇以印刷本或電子郵件形式單獨發送予 閣下。

現特來函以確定 閣下對收取未來公司通訊的意向選擇。如 閣下欲收取未來公司通訊之印刷本，請填妥在本函背頁之回條 (「回條」)，並使用隨附之郵寄標籤郵寄回本公司的香港股份過戶登記處 (如在香港投寄， 閣下無需支付郵費或貼上郵票；否則，請貼上適當的郵票)；或發送電子郵件至 bocaviation.ecom@computershare.com.hk，並註明 閣下的姓名、地址及提出收取公司通訊印刷本之要求。回條亦可於本公司網站或香港交易所披露易網站內下載。請注意，收取未來公司通訊印刷本之指示由收悉 閣下指示當日起計一年內有效，或直至指令被撤銷或取代。

收集電子聯絡資料

為確保及時收到最新的公司通訊及可供採取行動的公司通訊，本公司建議 閣下透過掃描本函背頁之回條上列印的 閣下專屬二維碼來提供 閣下的電子郵件地址。或者， 閣下亦可以簽署回條並交回本公司的香港股份過戶登記處。

如果本公司沒有收到 閣下的有效電子郵件地址，在香港股份過戶登記處收到 閣下有效的電子郵件地址之前， 閣下或將(i)無法收到任何有關發佈公司通訊的通知；(ii)需要主動查看本公司網站和香港交易所披露易網站以留意公司通訊的發佈；及(iii)未來將以印刷本形式收到可供採取行動的公司通訊。

如 閣下對上述事項有任何疑問，請於辦公時間內 (星期一至星期五上午9時正至下午6時正，香港公眾假期除外) 致電本公司香港股份過戶登記處熱線 (+852) 2862 8688。

承董事會命
中銀航空租賃有限公司
蘇堯鋒
公司秘書

2024年9月24日

附註1：公司通訊包括但不限於：(a) 董事報告、年度帳目以及審計報告副本及 (如適用) 財務摘要報告；(b) 中期報告及 (如適用) 中期摘要報告；(c) 會議通告；(d) 上市文件；(e) 函函；及 (f) 代委任表格。

附註2：可供採取行動的公司通訊指任何涉及要求發行人的證券持有人指示其擬如何行使其有關證券持有人的權利或作出選擇的公司通訊。



REPLY FORM 回條

To: Computershare Hong Kong Investor Services Limited
(The "Share Registrar")
17M Floor, Hopewell Centre
183 Queen's Road East, Wanchai, Hong Kong

致：香港中央證券登記有限公司
(「股份過戶處」)
香港灣仔皇后大道東183號
合和中心17M樓

(Please choose ONLY ONE of the options below)
(請從以下選項中只選擇其中一項)

Option 1:	Provide your email address for receipt of future Corporate Communications* of the Company via electronic dissemination by scanning your personalized QR code	Personalized QR Code 專屬二維碼
選項1:	掃描 閣下專屬二維碼提供 閣下之電子郵件地址，以接收公司通過電子方式發佈的未來公司通訊*	
<p>You are NOT required to return this Reply Form if you choose Option 1. 如選擇了選項1，閣下無須交回本回條。</p>		

Option 2:	I/we hereby provide my/our email address in writing for receipt of future Corporate Communications* of the following listed company (the "Company") via electronic dissemination
選項2:	本人/吾等現以書面方式提供本人/吾等之電郵地址，以確保收到以下上市公司(「公司」)通過電子方式發佈的未來公司通訊*
Name of Securities holder(s) 證券持有人姓名：	Name of the listed company 上市公司名稱： BOC Aviation Limited 中銀航空租賃有限公司
Email address 電郵地址：(Note 3/附註3)	

Option 3:	I/we hereby request for receipt of Corporate Communications* in printed form and noted that this instruction is valid only for one year starting from the receipt date of instruction, or until the instructions have been revoked or superseded, or until the instructions have been revoked or superseded. (Notes 5) (Please mark "✓" in one of the below boxes if applicable)	
選項3:	本人/吾等現要求收取日後公司通訊*之印刷本，並已知悉本指示由收取指示日期起計一年內有效，或直至指令被撤銷或取代。(附註5) (如適用，請在以下一個方格內劃上「✓」號)	
<input type="checkbox"/> English Version 英文版本	<input type="checkbox"/> Chinese Version 中文版本	<input type="checkbox"/> English and Chinese Version 英文及中文版本

Signature(s): (Notes 1) _____ **Contact number:** _____ **Date:** _____
簽名：(附註1) _____ 聯絡電話號碼： _____ 日期： _____

Notes 附註：

- Please complete all your details clearly. If your shares are held in joint names, all of the joint shareholders should jointly sign this Reply Form in order to be valid.
請清楚填寫 閣下之所有資料。如屬聯名股東，則本回條須由所有聯名股東聯合簽署，方為有效。
 - Any Reply Form with no signature or otherwise incorrectly completed will be void.
任何回條若未有簽署或在其他方面填寫不正確，則本回條將會作廢。
 - If the Company does not receive a functional email address in your reply, you will be unable to receive actionable corporate communications or notifications regarding the publication of Corporate Communications* by email.
如公司沒有收到 閣下之有效電子郵件地址，閣下將無法透過電郵收到可供採取行動的公司通訊*或有關發佈公司通訊*的通知。
 - Your Personal Data may be disclosed or transferred by the Company to its subsidiaries, the 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.
閣下通過二維碼、電郵、回條及/或其他方式提供多於一個的電子郵件地址，只有 閣下最後提供的電子郵件地址將會被用於登記。
 - If you mark "✓" in the box in Option 3, no email address will be registered and only Corporate Communications* in printed form will be received.
如 閣下在選項3方格內劃上「✓」號，將不會有電子郵件地址被登記，只會收取公司通訊*的印刷版。
 - For the avoidance of doubt, the Company does not accept any other instructions given on this Reply Form.
為免存疑，在本回條上的任何額外指示，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, circular and proxy form.
除非另有註明，公司通訊乃指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、通函及代表委任表格。

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 Reply Form will be used in connection with, including but not limited to, the Company's electronic dissemination of Corporate Communications* and to liaise with you on other matters relating to your holdings in the Company. 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 instruction and/or request as stated in this Reply Form.
閣下於本回條所提供的個人資料將用於(包括但不限於)有關公司以電子方式發布公司通訊*及就 閣下持有的公司證券有關的其他事宜上與 閣下聯絡。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 閣下在本回條上所述的指示及/或要求。
- Your Personal Data may be disclosed or transferred by the Company to its subsidiaries, the 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.
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股份過戶處(地址為香港灣仔皇后大道東183號合和中心17M樓7向香港隱私主任提出，或發送電郵至 PrivacyOfficer@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
Prepost 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。