Reply Form 回條

To: BOC Aviation Limited (the "Company")
(Stock Code: 2588)
c/o Computershare Hong Kong Investor Services Limited
17M Floor, Hopewell Centre
183 Queen's Road East

致: 中銀航空租賃有限公司（「本公司」）
（股份代號：2588）
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 the Corporate Communication* of the Company ("**Corporate Communication**") in the manner as indicated below:
本人/我們希望以下列方式收取 貴公司之公司通訊文件*（「**公司通訊文件**」）：
(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 website of the Company at www.bocaviation.com (the "**Website Version**") instead of receiving printed copies, and to receive a written notification either by post or by email for the publication of the relevant Corporate Communications on the website of the Company; **OR**
閱覽所有日後在 貴公司網站（www.bocaviation.com）登載的公司通訊（「**網上版本**」），以代替收取印刷本，並以郵遞或電郵方式收取已在貴公司網站登載的公司通訊之書面通知；**或**

Email Address
電郵地址

(The Company will send to the email address provided above (if any) the email notification of the availability of the future Corporate Communications on the Company's website. If no email address is provided, only a notification letter of the publication of the 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 Corporate Communications.)
(本公司日後僅將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公司通訊已予發佈之電郵通知。)

☐ to receive the **printed English version** of all future Corporate Communication ONLY; **OR**
僅收取所有日後公司通訊文件之**英文印刷本；或**

☐ to receive the **printed Chinese version** of all future Corporate Communication ONLY; **OR**
僅收取所有日後公司通訊文件之**中文印刷本；或**

☐ to receive both **printed English and Chinese versions** of all future Corporate Communication.
同時收取所有日後公司通訊文件之**英文及中文印刷本**。

Contact telephone number
聯絡電話號碼 _____

Signature
簽名 _____

Date
日期 _____

Notes 附註:

1. Terms used in this Reply Form shall bear the same meanings as those defined in the letter to Shareholder(s) dated 22 August 2016.
本回條中所用詞彙與於 2016 年 8 月 22 日致股東之函件所界定者具有相同涵義。
2. If the Company does not receive this Reply Form duly completed and signed by you or does not receive a response indicating an objection from you by 19 September 2016 and until you inform the Company c/o the Hong Kong Share Registrar by reasonable prior notice in writing or by sending an email to bocaviation.ecom@computershare.com.hk, you will be deemed to have agreed to receive the Website Version instead of receiving printed copies of all future Corporate Communications and a written notification either by post or by e-mail for the publication of the relevant Corporate Communications on the Company's website will be sent to you in the future.
倘若本公司於 2016 年 9 月 19 日或之前仍未收到 閣下填妥及簽署之回條或表示反對的回覆，除非及直至收到 閣下以合理時間的事先書面通知或電郵（電郵地址：bocaviation.ecom@computershare.com.hk）至本公司香港股份過戶登記處， 閣下將被視為已同意收取網上版本，以代替收取所有日後公司通訊的印刷本。因此本公司將向 閣下以郵遞或電郵方式發送有關已在本公司網站登載的公司通訊之書面通知。
3. Shareholders are entitled to change the choice of means of receipt and language of the Corporate Communications at any time by reasonable prior notice in writing to the Company c/o the Hong Kong Share Registrar or by sending an e-mail to bocaviation.ecom@computershare.com.hk.
股東有權隨時透過本公司香港股份過戶登記處預先給予本公司合理時間的書面通知或電郵至 bocaviation.ecom@computershare.com.hk，要求更改收取公司通訊之方式及語言版本。
4. For the avoidance of doubt, we do not accept any special instructions written on this Reply Form.
為免存疑，任何在本回條上的額外手寫指示，本公司將不予處理。

\# *Corporate Communications include but are not limited to the Company's (a) directors' reports, its annual accounts together with a copy of the auditors' reports and, where applicable, summary financial reports; (b) interim reports, and where applicable, summary interim reports; (c) notices of meeting; (d) listing documents; (e) circulars; and (f) proxy forms.*
\# *公司通訊包括但不限於公司的：（a）董事會報告、年度帳目連同核數師報告及（如適用）年度財務摘要報告；（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）通函；及（f）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, Cap 486 ("PDPO"), which includes your name, mailing address and contact telephone number.
本聲明所指的「個人資料」具有《個人資料（私隱）條例》（第486 章）（「私隱條例」）賦予「個人資料」之相同涵義，當中包括 閣下的姓名、郵寄地址及聯絡電話號碼。
Your Personal Data provided in this form will be used in connection with processing your request for obtaining printed copy of the relevant Corporate Communication(s). Your supply of Personal Data is on a voluntary basis. However, we may not be able to process your request unless you provide us with your Personal Data.
閣下於本表格所提供的個人資料將用以處理 閣下要求索取相關公司通訊印刷本之指示。 閣下乃基於自願性質提供個人資料，惟倘 閣下並無提供個人資料，本公司可能無法處理 閣下的指示。
Your Personal Data may be disclosed or transferred to the Company's Hong Kong Share Registrar and/or other companies or bodies for the purpose stated above, or when it is required to do so by law, for example, in response to a court order or a law enforcement agency's request, and will be retained for such period as may be necessary for our verification and record purpose.
本公司可就上述用途將 閣下的個人資料披露或轉移給本公司的香港股份登記及過戶處及／或其他公司或團體，或按法例規定（例如應法庭命令或執法機關的要求）作出披露或轉移，並將在適當期間內保留該等個人資料作核實及記錄用途。
You have the right to request access to and/or correction of your Personal Data respectively 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 either of the following means:
閣下有權根據私隱條例分別查閱及／或更正 閣下的個人資料。任何查閱及／或更正 閣下個人資料的要求，均須透過以下其中一項途徑以書面方式提出：

By mail to:	Personal Data Privacy Officer Computershare Hong Kong Investor Services Limited 17M Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong	郵寄：	香港灣仔皇后大道東183 號合和中心17M 樓 香港中央證券登記有限公司 個人資料私隱主任
By e-mail to:	hkinfo@computershare.com.hk	電郵：	hkinfo@computershare.com.hk

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閣下寄回此回條時，請將郵寄標籤剪貼於信封上。
如在本港投寄毋須貼上郵票。
Please cut the mailing label and stick this on the envelope to return this Reply Form to us.
No postage stamp necessary if posted in Hong Kong.

郵寄標籤 MAILING LABEL

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

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