

 **BOC AVIATION**
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)

30 September 2020

Dear Shareholder(s),

BOC Aviation Limited (the "Company")
- 2020 Interim Report

Please be informed that the English and Chinese versions of the Company's 2020 Interim Report are available on the Company's website at www.bocaviation.com and the HKExnews' website at www.hkexnews.hk, or the arranged printed form(s) of the Company's 2020 Interim Report is enclosed.

For shareholders who chose or are deemed to have consented to receive Corporate Communications^(Note) by electronic means but for any reason you have difficulty in receiving or gaining access to the Corporate Communications, or if you want to receive another printed language version of the Company's 2020 Interim Report 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.

Please also note that you are entitled to change your choice of language and/or means of receipt of the Company's future Corporate Communications by giving reasonable notice in writing (not less than 7 days) or simply completing, signing and returning the Change Request Form on the reverse side to the Company c/o the Company's Hong Kong Share Registrar, using the mailing label at the bottom of the Change Request Form (no need to affix a stamp if posted in Hong Kong; otherwise, please affix an appropriate stamp), or by email at bocaviation.ecom@computershare.com.hk.

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
Zhang Yanqiu Juliana
Company Secretary

Note: 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.

* For identification purpose only

各位股東：

中銀航空租賃有限公司(「本公司」)
- 2020年中期報告

謹通知閣下本公司2020年中期報告的中、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), 歡迎瀏覽。或按安排附上本公司2020年中期報告的印刷本。

至於已選擇或被視為已選擇收取公司通訊^(附註)電子版本之股東, 若因任何理由在收取或瀏覽該等文件上遇到困難, 或閣下欲收取本公司2020年中期報告之另一語言印刷本, 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。請把閣下要求寄回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。

閣下有權更改選擇收取日後刊發之公司通訊的語言版本及/或收取方式。閣下可在給予合理時間下發出書面通知(最短不少於7日)或填妥、簽署及交回隨本函背面的更改回條, 並使用附載於更改回條上之郵寄標籤寄回本公司香港股份過戶登記處(如在香港投寄, 毋須貼上郵票; 否則, 請貼上適當的郵票)或透過電郵至bocaviation.ecom@computershare.com.hk。

如閣下對本函內容有任何疑問, 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查詢。

承董事會命
中銀航空租賃有限公司
張燕秋
公司秘書

2020年9月30日

附註: 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。

* 僅供識別

Change Request Form 更改回條

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 Wanchai, Hong Kong

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 Communications# of the Company ("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

Grid for email address input

(The Company will send to the email address provided above (if any) the email notification of the availability of future Corporate Communications on the Company's website. If no email address is provided, only a notification letter of the publication of 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 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. Please complete all your details clearly. 請 閣下清楚填寫所有資料。
2. 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 Change Request Form in order to be valid.
3. Any form with more than one box marked (X), or with no box marked (X), or with no signature or otherwise incorrectly completed will be void.
4. The above instruction will apply to all future Corporate Communications to be sent to shareholders of the Company until you notify otherwise by reasonable notice in writing (not less than 7 days) 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 at bocaviation.ecom@computershare.com.hk.
5. Shareholders are entitled to change the choice of means of receipt and language of Corporate Communications at any time by reasonable notice in writing (not less than 7 days) to the Company c/o the Company's Hong Kong Share Registrar (at the above address) or by email at bocaviation.ecom@computershare.com.hk.
6. For the avoidance of doubt, we do not accept any special instructions written on this Change Request Form.

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.

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. 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.

By mail to: Personal Data Privacy Officer, Computershare Hong Kong Investor Services Limited, 17M Floor, Hopewell Centre, 183 Queen's Road East, Wan Chai, 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: PrivacyOfficer@computershare.com.hk 電郵: PrivacyOfficer@computershare.com.hk

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

閣下寄回此更改回條時, 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 it on the envelope to return this Change Request Form to us. No postage stamp necessary if posted in Hong Kong.

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

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