



**SANY HEAVY EQUIPMENT INTERNATIONAL  
HOLDINGS COMPANY LIMITED**  
**三一重裝國際控股有限公司**

*(Incorporated in the Cayman Islands with limited liability)*

**(Stock Code: 631)**

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**NOTIFICATION LETTER 通知信函**

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22 April 2020

Dear Non-registered Shareholder<sup>(1)</sup>,

**Sany Heavy Equipment International (the “Company”)**

**– Notice of Publication of 2019 Annual Report and Circular of Annual General Meeting (“Current Corporate Communications”)**

The English and Chinese versions of the Company’s Current Corporate Communications are available on the Company’s website at <http://www.sanyhe.com/company/zz/en-us/Investor/> and the website of HKEXnews at [www.hkexnews.hk](http://www.hkexnews.hk). You may access the Current Corporate Communications by browsing through the Company’s website or the website of HKEXnews.

If you want to receive a printed version of the Current Corporate Communications, please complete the Request Form on the reverse side and return it to the Company c/o Hong Kong Registrars Limited (the “**Hong Kong Share Registrar**”) by using the mailing label at the bottom of the Request Form (no need to affix a stamp if posted in Hong Kong; otherwise, please affix an appropriate stamp). The address of the Hong Kong Share Registrar is 17M Floor, Hopewell Centre, 183 Queen’s Road East, Wanchai, Hong Kong. The Request Form may also be downloaded from the Company’s website at <http://www.sanyhe.com/company/zz/en-us/Investor/> or the website of HKEXnews at [www.hkexnews.hk](http://www.hkexnews.hk).

Should you have any queries in relation to this letter, please call the Company’s telephone hotline at (852) 2578 1318 during business hours from 9:00 a.m. to 1:00 p.m., 2:00 p.m. to 6:00 p.m., from Monday to Friday, excluding public holidays or send an email to [sany.ecom@computershare.com.hk](mailto:sany.ecom@computershare.com.hk).

By order of the Board

**Sany Heavy Equipment International Holdings Company Limited**

**Mr. Liang Zaizhong**

*Chairman*

*Note: (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 (CCASS) and who has notified the Company from time to time through Hong Kong Securities Clearing Company Limited to receive Corporate Communications). If you have sold or transferred your shares in the Company, please disregard this letter and the Request Form on the reverse side.*

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各位非登記持有人<sup>(1)</sup>：

**三一重裝國際控股有限公司（「本公司」）**

**– 2019年年報及股東週年大會通函（「本次公司通訊文件」）之發佈通知**

本公司的本次公司通訊文件中、英文版本已上載於本公司網站（<http://www.sanyhe.com/company/zz/zh-cn/Investor/>）及香港交易所披露易網站（[www.hkexnews.hk](http://www.hkexnews.hk)），歡迎瀏覽。請在本公司網站或在香港交易所披露易網站瀏覽有關文件。

如閣下欲收取本次公司通訊文件之印刷本，請填妥在本函背面的申請表格，並使用隨附之郵寄標籤寄回本公司經香港證券登記有限公司（「**香港證券登記處**」）（如在香港投寄，毋須貼上郵票；否則，請貼上適當的郵票）。香港證券登記處地址為香港灣仔皇后大道東183號合和中心17M樓。申請表格亦可於本公司網站（<http://www.sanyhe.com/company/zz/zh-cn/Investor/>）或香港交易所披露易網站（[www.hkexnews.hk](http://www.hkexnews.hk)）內下載。

閣下如有任何與本函有關的疑問，請致電本公司電話熱線(852) 2578 1318，辦公時間為星期一至五（公眾假期除外）上午9時正至下午1時正；下午2時至6時正或電郵至[sany.ecom@computershare.com.hk](mailto:sany.ecom@computershare.com.hk)。

承董事會命  
三一重裝國際控股有限公司  
董事長  
梁在中先生

2020年4月22日

*附註：(1) 此函件乃向本公司之非登記持有人（“非登記持有人”指股份存放於中央結算及交收系統的人士或公司，透過香港中央結算有限公司不時向本公司發出通知，希望收到公司通訊文件）發出。如果閣下已經出售或轉讓所持有之本公司股份，則無需理會本函件及所附申請表格。*

**SHEH-22042020-1(0)**



Name and Address of non-registered holder:  
非登記持有人的姓名及地址：

CCS7072

SHEH\_NRH

## REQUEST FORM 申請表格

**To: Sany Heavy Equipment International Holdings Company Limited (the "Company")**  
(Stock Code: 0631)  
c/o Computershare Hong Kong Investor Services Limited  
17M Floor, Hopewell Centre, 183 Queen's Road East,  
Wan Chai, Hong Kong

致：三一重裝國際控股有限公司（「本公司」）  
(股份代號：0631)  
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 have already received a printed copy of the Current Corporate Communications in Chinese or English or have chosen (or are deemed to have consented) to read the Current Corporate Communications posted on the Company's website, I/We would like to receive another printed version of the Current Corporate Communications of the Company as indicated below:

本人/我們已收取本次公司通訊文件之中文或英文印刷本或已選擇（或被視為已同意）瀏覽本公司網站所登載之本次公司通訊文件，但現在希望以下列方式收取貴公司本次公司通訊文件之另一語言印刷本：

(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)

- I/we would like to receive a **printed copy in English** now.  
本人/我們現在希望收取一份**英文印刷本**。
- I/We would like to receive a **printed copy in Chinese** now.  
本人/我們現在希望收取一份**中文印刷本**。
- I/We would like to receive both the **printed English and Chinese copies** now.  
本人/我們現在希望收取**英文和中文各一份印刷本**。

Signature(s) of Non-registered Holder(s)

非登記持有人簽署

Contact Phone Number

聯絡電話號碼

Date

日期

Notes 備註：

- Please complete all your details clearly.  
請閣下清楚填妥所有資料。
  - This Request Form is to be completed by non-registered holder(s) of the Company (a "non-registered holder" means such person or company whose shares in the Company are held in the Central Clearing and Settlement System (CCASS) and who has notified the Company from time to time through Hong Kong Securities Clearing Company Limited that such person or company wishes to receive Corporate Communications).  
本表格是由公司之非登記持有人（「非登記持有人」）指存放公司股份於中央結算及交收系統的人士或公司，透過香港中央結算有限公司不時向公司發出通知表示該人士或公司希望收到公司通訊填妥的。
  - Any form with more than one box marked (X), with no box marked (X), with no signature or otherwise incorrectly completed will be void.  
如在本表格作出超過一項選擇、或未有作出選擇、或未有簽署、或在其他方面填寫不正確，則本表格將會作廢。
  - 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，則本回條須由該名於本公司股東名冊上就聯名持有股份其姓名位列首位的股東簽署，方為有效。
  - 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 or by email to sany.ecom@computershare.com.hk to the Company c/o the Company's Hong Kong share registrar, Computershare Hong Kong Investor Services Limited. The address is 17M Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong.  
上述指示適用於寄發予本公司股東之所有日後公司通訊，直至閣下發出合理時間的書面通知或以電郵方式至sany.ecom@computershare.com.hk 予本公司之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樓另作選擇為止。
  - Shareholders are entitled to change the choice of language and means of receipt of Corporate Communications at any time by reasonable notice in writing or by email to sany.ecom@computershare.com.hk to the Company c/o the Company's Hong Kong share registrar.  
股東有權隨時發出合理時間的書面通知或以電郵方式至sany.ecom@computershare.com.hk 予本公司之香港股份過戶登記處，要求更改收取公司通訊之方式。
  - For the avoidance of doubt, we do not accept any special instructions written on this reply form.  
為免存疑，任何在本回覆表格上的額外手寫指示，本公司將不予處理。
- \* 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, summary interim report; (c) a notice of meeting; (d) a listing document; (e) a circular; and (f) a proxy form.  
公司通訊包括但不限於：(a) 董事會報告、年度賬目連同核數師報告及（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) 通函；及(f) 代表委任表格。

MAILING LABEL 郵寄標籤

Computershare Hong Kong Investor Services Limited  
香港中央證券登記有限公司

Freepost 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 Request Form to us.

No postage is necessary if posted in Hong Kong.

閣下寄回本申請表格時，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

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