

*The Chinese version shall prevail in case of discrepancy or inconsistency between the Chinese version and the English version.*

## **FINANCIAL STREET PROPERTY CO., LIMITED**

### **金融街物業股份有限公司**

*(A joint stock company incorporated in the People's Republic of China with limited liability)*

**(Stock code: 1502)**

**(hereinafter the “Company”)**

## **Shareholders’ Communication Policy**

### **1. Objective**

The objective of preparing this policy is to ensure that shareholders of the Company, including individual and corporate shareholders (collectively, “**shareholders**”), will be able to obtain complete, identical and easy to understand information of the Company on a timely basis (including financial performance, strategic target and plan, material development, governance and risks overview), so that shareholders may exercise their powers in an informed manner, while strengthening communication between the shareholders and the Company.

### **2. Overall policy**

The Board will continue to maintain dialogue with the shareholders, and will review this policy on regular basis to ensure effectiveness.

The primary channels for the Company to communicate information to the shareholders are: financial reports (interim and annual reports) of the Company; annual general meetings and extraordinary general meetings; maintaining communication with investment market; and publication of all disclosure information for submission to The Stock Exchange of Hong Kong Limited (the “**Stock Exchange**”) and corporation communication materials of the Company on the websites of the Company and the Stock Exchange.

The Company always ensure effective and timely communication of information to the shareholders.

### **3. Communication Channels**

#### ***3.1. Corporate communication***

“Corporate communication” refers to any documents which have been or will be despatched by the Company to any holders of its securities for their perusal or taking action, including but not limited to directors’ report and annual accounts and auditor’s report, interim report, notice of meeting, circular and form of proxy, etc.

Corporate communication is despatched to the shareholders in simple and easy to understand bilingual languages in Chinese and English to facilitate understanding of the communication contents by the shareholders. The shareholders have the option to choose the language (in English or Chinese) and the method (in printing or electronic format) of receiving the corporate communication.

The shareholders should provide, inter alia and in particular, their email addresses to the Company to facilitate timely and effective provision of communication.

### **3.2. Company website**

The latest announcements, notices of meetings and circulars published by the Company may be searched under the column of “Latest Listed Company Information” on the HKEXnews website ([www.hkexnews.hk](http://www.hkexnews.hk)) of the Stock Exchange.

The Company website ([www.jrjlife.com](http://www.jrjlife.com)) provides information of the Company, in addition to the dedicated “Investor Relations” column that publishes as soon as possible the Company’s interim reports and reports of annual results, announcements and circulars submitted to the Stock Exchange for publication on its website, the relevant press releases will also be published on the Company website to facilitate communication between the Company and the shareholders.

### **3.3. General Meetings**

The general meetings of the Company, including annual general meetings and extraordinary general meetings, are the major platform for communication between the Company and shareholders and for participation by the shareholders.

The Company encourages shareholders to attend general meeting so as to be informed of the Company’s conditions, including the latest strategic planning, products and services, and to vote at the meeting. Shareholders who are unable to attend are also encouraged to appoint proxies to attend on their behalf and vote at the meeting.

The notice of general meeting and the enclosed documents will be published on the Company website ([www.jrjlife.com](http://www.jrjlife.com)) and the HKEXnews website ([www.hkexnews.hk](http://www.hkexnews.hk)) of the Stock Exchange 20 clear business days (in case of annual general meetings) or 15 days (in case of extraordinary general meetings) before the date of holding the meeting, and will be despatched by post to shareholders who have elected to receive such communication in printed version.

General meetings will be held at a location with convenient transportation, all directors, supervisors and senior management officers of the Company shall attend the Company’s general meetings as far as possible, the Chairman of the Board will make arrangement for the chairpersons of the committees under the Board (or if the chairperson of any committees is unable to attend, one other member of the committee will attend (or if such member is unable to attend, the representative formally designated by the Chairman of the Board will attend)), senior management officers and representative of external auditor to address questions raised by the shareholders. The chairman of the board of independent directors (if any) will attend general meetings approving connected transactions or any transactions requiring approval from independent shareholders to address questions raised at the general meetings.

### **3.4. Financial and Other Reports**

The Company will announce financial and operating results once every half a year, and prepare the interim report and annual results report in accordance with the Rules Governing the Listing of Securities on the Stock Exchange (hereinafter the “**Listing Rules**”) and other applicable laws and regulations (the “**regulatory requirements**”).

The financial reports will be published on the websites of the Company and the Stock Exchange, respectively, and will be despatched by post to shareholders who have elected to receive the printed version.

The Company has complied with the regulatory requirements or other requirements and communicate other information to shareholders in the form of announcements and/or circulars from time to time.

### ***3.5. Communication with Investment Market***

In order to promote communication between the Company and investors, the Company will hold meetings, briefings and road shows with investors and analysts from time to time.

For this purpose, the directors and employees of the Company who are responsible for liaising with investors, analysts and media are informed of the disclosure obligations and requirements under the Listing Rules, regulatory requirements and the relevant requirements of the Company.

### ***3.6. Enquiry by Shareholders***

If the shareholders have any questions about their shareholdings, they should send the questions to the Share Registrar of the Company.

Shareholders and investors may request for public information of the Company at any time. The contact information is set out below:

Address: 24/F, Xihuan Plaza Tower 2, 1 Xizhimenwai Avenue, Xicheng District,  
Beijing, PRC  
Postal code: 100140  
Telephone: +86 10 6621 5866  
Email: ir@fsig.com.cn

Shareholders may ask the Company any questions and may provide opinions and proposals to the directors or senior management at any time. After receiving enquiries from the shareholders, we will provide a substantive reply as soon as possible. If the enquiry is about matters of general concern by shareholders, we will address the issue in the corporate communication despatched to all shareholders subsequently. For any queries about this policy, please send to the Secretary to the Board or the Investor Relations Department of the Company, the contact information is the same as above.

## **4. Privacy of Shareholders**

The Company understands the importance of protecting the privacy of shareholders, except as required by laws, shareholders' information will not be disclosed prior to obtaining consent from the shareholders.