



AviChina Industry & Technology Company Limited*

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

(Stock Code: 2357)

NOTIFICATION LETTER 通知信函

21 April 2020

Dear Shareholder,

AviChina Industry & Technology Company Limited* (the "Company")

- Publication of the 2019 Annual Report, Circular, Proxy Form and Reply Slip for the Annual General Meeting to be held on 22 May 2020 ("Current Corporate Communications")

The English and Chinese versions of the Company's Current Corporate Communications are available on the Company's website at www.avichina.com and the HKEXnews's website at www.hkexnews.hk, or the arranged printed form(s) of Current Corporate Communications is enclosed (if applicable). You may access the Current Corporate Communications by clicking "Company Announcement" under "Announcement and Governance" on the home page of the Company's website, and viewing them through Adobe® Reader® or browsing through the HKEXnews's website.

Shareholders may at any time choose to receive free of charge Corporate Communications^(Note) either in printed form, or read the website version; and either in English language version only, Chinese language version only or both language versions, notwithstanding any wish to the contrary you have previously conveyed to the Company. If you want to receive the printed version of the Current Corporate Communications in another language, please complete the Request Form on the reverse side and return it to the Company c/o Computershare Hong Kong Investor Services Limited (the "Hong Kong Share Registrar"), using the mailing label provided and need not to affix a stamp when returning (if posted in Hong Kong). Otherwise, please affix an appropriate stamp. The address of Hong Kong Share Registrar is 17M Floor, Hopewell Centre, 183 Queen's Road East, Wan Chai, Hong Kong. Alternatively, you may send a scanned copy of the completed Request Form by email to avichina@computershare.com.hk. The Request Form may also be downloaded from the Company's website at www.avichina.com or the HKEXnews's website at www.hkexnews.hk.

If you would like to change your choice of language or means of receipt of the Company's Corporate Communications in future, please write or send email via avichina@computershare.com.hk to the Company c/o the Hong Kong Share Registrar. Even if you have chosen (or are deemed to have consented) to receive all future Corporate Communications via website version but for any reason you have difficulty in receiving or gaining access to the Current Corporate Communications, the Company will promptly upon your request send the Current Corporate Communications to you in printed form free of charge.

Should you have any queries relating to any of the above matters, please call the Hong Kong Share Registrar's telephone hotline at (852) 2862 8688 during business hours from 9:00 a.m. to 6:00 p.m. from Monday to Friday, excluding public holidays or send an email to avichina@computershare.com.hk.

Yours faithfully,
For and on behalf of
AviChina Industry & Technology Company Limited*
Xu Bin
Company Secretary

*For identification purpose only

Note: Corporate Communications includes 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; (f) a proxy form; and (g) a reply slip.

各位股東：

中國航空科技工業股份有限公司 (「本公司」)

- 2019 年度報告、通函、將於 2020 年 5 月 22 日舉行之本公司股東周年大會委任代表表格及回執 (「本次公司通訊」) 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 (www.avichina.com) 及香港交易所披露易網站 (www.hkexnews.hk)，歡迎瀏覽；或按安排附上本次公司通訊文件之印刷本 (如適用)。請在本公司網站主頁點擊「公告與管治」一欄下「公司公告」並使用 Adobe® Reader® 開啟查閱或在香港交易所披露易網站瀏覽本次公司通訊文件。

儘管閣下早前曾向本公司作出公司通訊文件^(附註)收取方式或語言版本的選擇，但仍可以隨時更改有關選擇，轉為以印刷本或網上方式收取，及只收取英文印刷本、只收取中文印刷本、或同時收取中、英文印刷本，費用全免。如閣下欲收取本次公司通訊文件之另一語言印刷本，請填妥在本函背面的申請表格，並使用隨附之郵寄標籤，而毋須貼上郵票 (如在香港投寄)；否則，請貼上適當的郵票，將申請表格經香港中央證券登記有限公司 (「香港證券登記處」) 寄回本公司，地址為香港灣仔皇后大道東 183 號合和中心 17M 樓。或者，閣下亦可把已填妥之申請表格的掃描副本電郵至 avichina@computershare.com.hk。申請表格亦可於本公司網站 (www.avichina.com) 或香港交易所披露易網站 (www.hkexnews.hk) 內下載。

如欲選擇有別於閣下所選擇的公司通訊語言版本或收取方式，請以書面或通過電郵 avichina@computershare.com.hk 經香港證券登記處送交到本公司，以更改日後公司通訊文件收取途徑之選擇。如閣下已選擇 (或被視為已同意) 以網上方式收取日後公司通訊文件，但因任何理由未能收取或獲得載於網站的本次公司通訊文件，閣下只要提出要求，我們將盡快向閣下寄上所要的本次公司通訊文件的印刷版本，費用全免。

如對本函內容有任何疑問，請致電香港證券登記處電話熱線 (852) 2862 8688，辦公時間為星期一至星期五 (公眾假期除外) 上午 9 時正至下午 6 時正或電郵至 avichina@computershare.com.hk。

代表
中國航空科技工業股份有限公司
公司秘書
徐濱
謹啟

二零二零年四月二十一日

*僅供識別

附註：公司通訊文件包括但不限於：(a) 董事會報告、年度財務報表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；(f) 委任代表表格；及(g) 回條。



Shareholder's Information (English Name and Address)
股東資料 (英文姓名及地址)

Request Form 申請表格

To **AviChina Industry & Technology Company Limited***
(the "Company") (Stock Code: 2357)
c/o Computershare Hong Kong Investor Services Limited
17M Floor, Hopewell Centre, 183 Queen's Road East,
Wan Chai, Hong Kong

致: 中國航空科技工業股份有限公司 (「本公司」)
(股份代號: 2357)
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

You do **NOT** need to complete this Request Form if you have received the document(s) in the language or in the manner you want.
倘閣下收到的文件之語言版本, 或送遞方式符合閣下的意願, 則毋須填寫本申請表格。

I/We have already received a printed copy of the Current Corporate Communications in Chinese / 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 the printed version of the Current Corporate Communications of the Company in another language as indicated below:

本人/我們已收取本次公司通訊文件之英文/中文印刷本或已選擇(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。

Full Name(s) of Shareholder(s)[#]
股東姓名[#]

Signature(s)
簽名

(Please use ENGLISH BLOCK LETTERS 請用英文正楷填寫)

Address[#]
地址[#]

(Please use ENGLISH BLOCK LETTERS 請用英文正楷填寫)

Contact Telephone Number
聯絡電話號碼

Date
日期

[#] You are required to fill in the details if you download this Request Form from the Company's website or the HKEXnews's website.
假如你從本公司網站或香港交易所披露易網站下載本申請表格, 請必須填上有關資料。

*For identification purpose only 僅供識別

Notes 附註:

- Please complete all your details clearly.
請閣下清楚填妥所有資料。
- 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 Request Form in order for it to be valid.
如屬聯名股東, 則本申請表格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。
- 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。
- For the avoidance of doubt, the Company does not accept any special instructions written on this Request Form.
為免存疑, 任何在本申請表格上的額外手寫指示, 本公司將不予處理。

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.

當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