

Dear Shareholder

11 July 2022

**Informal Meeting of Hong Kong Shareholders**

I am pleased to invite you to an informal meeting of our Hong Kong shareholders with Mark Tucker, Group Chairman and Noel Quinn, Group Chief Executive, to discuss the Group's 2022 half year results and an update on Group strategy. The meeting will be held at 3/F, Kowloonbay International Trade & Exhibition Centre (KITEC), 1 Trademart Drive, Kowloon Bay, Hong Kong on Tuesday, 2 August 2022 at 4:30 pm.

Registration for the meeting will take place **from 2:30 pm to 4:30 pm**. I encourage you to arrive in good time as seating capacity is limited. **Please bring this letter to facilitate the registration process at the meeting.** Please refer to the notes of this letter for safety notices and restrictions that will apply.

Corporations and nominees that wish to authorise representatives or clients to attend the meeting should write to the Registrar, Computershare Hong Kong Investor Services Limited, at Rooms 1712-1716, 17/F, Hopewell Centre, 183 Queen's Road East, Hong Kong giving the names of those persons who are to attend the meeting.

Shareholders or authorised representatives (as mentioned in the above paragraph) who attend the meeting in person will each receive a small souvenir as a token of appreciation. The souvenir will be provided when attendees are seated at the venue. If a shareholder is also appointed as representative/representatives of other shareholder(s), or a representative represents multiple shareholders, the number of souvenirs each of the aforesaid shareholder or representative will receive is still limited to ONE.

We look forward to welcoming you to the informal meeting.

Yours sincerely



Aileen Taylor  
Group Company Secretary and Chief Governance Officer

## Notes:

1. We are, in coordination with the venue, implementing anti-epidemic measures. We reserve the right to refuse entry to, or remove individuals from, the meeting if they fail to comply with the measures which will be in place. Shareholders or representatives planning to attend in person should be aware of the following arrangements:
  - Shareholders/representatives should not attend if they (or members of their household) have recently displayed symptoms of Covid-19.
  - Shareholders/representatives will be required to (1) undergo a compulsory body temperature check, (2) scan the "LeaveHomeSafe" venue QR Code or for exempted groups only, to provide their contact details to a member of staff for contact tracing purposes, and (3) produce a valid Vaccine Pass or Medical Exemption.
  - At the venue, social distancing measures will be in effect and all attendees will be required to wear a face covering.
  - No food or beverages will be permitted inside the venue, and no refreshments will be served during the event.
2. The meeting will be cancelled or rescheduled if (1) Typhoon Signal No. 8 or above, or a black rainstorm warning is in effect any time after 12:00 noon on 2 August, or (2) Covid-19 associated legal restrictions on public gatherings are implemented that would impact the holding or running of the meeting.

**HSBC Holdings plc**

Hong Kong Office: 1 Queen's Road Central, Hong Kong

Incorporated in England with limited liability. Registered in England: number 617987

Registered Office and Group Head Office: 8 Canada Square, London E14 5HQ, United Kingdom

各位股東：

2022年7月11日

## 香港股東之非正式會議

滙豐將於2022年8月2日（星期二）下午4時30分假座香港九龍灣展貿徑1號九龍灣國際展貿中心3樓召開香港股東之非正式會議，本人現特函邀請閣下出席。集團主席杜嘉祺及集團行政總裁祈耀年將於會上與各股東討論2022上半年業績，並匯報集團策略的最新狀況。

會議的登記入場時間為**下午2時30分至4時30分**。由於座位有限，務請閣下及早到達會議場地。**請攜同本函件以加快會議的登記程序**，並請參照本函備註以了解適用的安全須知及限制。

法團股東及代名人如欲授權代表或客戶出席是次會議，須致函本公司股份登記處—香港中央證券登記有限公司（地址為：香港皇后大道東183號合和中心17樓1712-1716室），詳列將出席會議各人之姓名。

親臨會議的股東或授權代表（如上文所述）每人可獲贈紀念品乙份，以表謝意。紀念品將於出席人士在會場就座時派發。若某一股東亦獲委任為其他股東的代表，或某一代表為多名股東之代表，其所獲贈的紀念品數量仍以乙份為限。

我們熱切期待於香港股東非正式會議上與閣下會面。



集團公司秘書長及管治總監  
戴愛蘭 謹啟

備註：

- 我們將配合會場實施防疫措施。若任何人士未能遵守相關措施，大會保留權利拒絕該名人士進場或邀請其離開。擬親身出席的股東或代表務請注意以下安排：
  - 若股東或代表（或其家庭成員）近日出現感染新冠病毒症狀，則不應出席。
  - 股東或代表須(1)接受強制體溫檢測；(2)掃描「安心出行」的場所二維碼或（僅適用於獲豁免群組）向職員提供聯絡資料作追蹤用途，以及(3)出示有效疫苗通行證或醫學豁免證明書。
  - 會場將實施社交距離措施，全體出席人士必須戴上口罩。
  - 會場內不准飲食，活動亦不設茶點招待。
- 如(1)8月2日中午12時正後任何時間懸掛8號或以上颱風警告信號或黑色暴雨警告信號，或(2)因應新冠疫情實施群眾聚集的法律限制，導致會議的召開或舉行受阻，是次會議將會取消或延期舉行。

HSBC Holdings plc

滙豐控股有限公司

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英格蘭註冊有限公司。英格蘭註冊編號：617987

註冊辦事處及集團總管理處：8 Canada Square, London E14 5HQ, United Kingdom