



# 大連萬達商業地產股份有限公司 Dalian Wanda Commercial Properties Co., Ltd.

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

(於中華人民共和國註冊成立的股份有限公司)

(Stock Code 股份代號: 3699)

14 December, 2015

Dear Shareholders,

**Dalian Wanda Commercial Properties Co., Ltd. (the “Company”)  
– Notice of Publication of Extraordinary General Meeting Notice, Proxy Form and Reply Slip (the “Current Corporate Communication”)**

Please be informed that the English and Chinese versions of the Company’s Current Corporate Communication are available on the Company’s website at [www.wandaplazas.com](http://www.wandaplazas.com) and the HKExnews website at [www.hkexnews.hk](http://www.hkexnews.hk). You may access the Current Corporate Communication on the Company’s website or browsing through the HKExnews website. If you have chosen to receive Corporate Communication <sup>(Note)</sup> in printed form, the printed version(s) of the Current Corporate Communication is (are) enclosed.

If you have chosen or are deemed to have consented to receive Corporate Communication by electronic means but for any reason you have difficulty in receiving or gaining access to the Current Corporate Communication, or if you have received a printed version in either English or Chinese but would like a copy of the other language version, the Company will promptly upon your request send to you the printed version(s) free of charge. Please make your request to the Company’s H share registrar, Computershare Hong Kong Investor Services Limited (the “H Share Registrar”), at 17M Floor, Hopewell Centre, 183 Queen’s Road East, Wanchai, Hong Kong, or by email at [dalianwanda.ecom@computershare.com.hk](mailto:dalianwanda.ecom@computershare.com.hk).

Please also note that you are entitled to change your choice of language and/or means of receipt of the Company’s future Corporate Communication by giving reasonable notice in writing or simply completing, signing and returning the change request form on the reverse side by post or hand delivery to the H Share Registrar. If you post it in Hong Kong, you may use the mailing label at the bottom of the change request form and need not affix a stamp when returning your change request form. Otherwise, please affix an appropriate stamp. You may also send an email with a scanned copy of the change request form to [dalianwanda.ecom@computershare.com.hk](mailto:dalianwanda.ecom@computershare.com.hk). The change request form may also be downloaded from the Company’s website at [www.wandaplazas.com](http://www.wandaplazas.com) or the HKExnews website at [www.hkexnews.hk](http://www.hkexnews.hk).

If you have any queries relating to this letter, please call the H Share Registrar’s telephone hotline at (852) 2862 8688 during business hours from 9:00 a.m. to 6:00 p.m. (Monday to Friday, excluding public holidays) or send an email to [dalianwanda.ecom@computershare.com.hk](mailto:dalianwanda.ecom@computershare.com.hk).

By order of the board of directors  
**Dalian Wanda Commercial Properties Co., Ltd.**  
**Ding Benxi**  
Chairman

*Note: Corporate Communication means any document(s) including, but not limited to, (a) the directors’ report and annual accounts together with a copy of the auditors’ report and, where applicable, a summary financial report; (b) the interim report and, where applicable, a summary interim report; (c) a notice of meeting; (d) a listing document; (e) a circular; and (f) a proxy form.*

各位股東：

大連萬達商業地產股份有限公司（「本公司」）

– 臨時股東大會通告、代表委任表格及回條（「本次公司通訊」）之發佈通知

謹通知閣下本公司的本次公司通訊的中、英文版本已載列於本公司網站([www.wandaplazas.com](http://www.wandaplazas.com))及香港交易所披露易網站([www.hkexnews.hk](http://www.hkexnews.hk))，歡迎瀏覽。閣下可於本公司網站存取本次公司通訊或瀏覽香港交易所披露易網站。若閣下已選擇收取公司通訊<sup>(附註)</sup>之印刷本，本次公司通訊之印刷本隨本函附上。

若閣下已選擇或被視為已同意以電子形式收取公司通訊，但因任何理由在收取或瀏覽本次公司通訊上遇到困難，或閣下已收取了本次公司通訊之英文或中文印刷本，但欲收取另一個語言版本，本公司將於收到閣下之要求後，迅即免費寄發相應印刷本予閣下。請把上述要求寄回本公司H股股份登記處「香港中央證券登記有限公司」（「H股股份登記處」），地址為香港灣仔皇后大道東183號合和中心17M樓或電郵至[dalianwanda.ecom@computershare.com.hk](mailto:dalianwanda.ecom@computershare.com.hk)。

閣下有權更改選擇收取今後刊發之公司通訊的語言版本及/或收取方式。閣下可通過給予合理時間的書面通知或填妥、簽署及寄回或親手交回隨本函背面的變更申請表予H股股份登記處，以更改該等選擇。倘若閣下在香港投寄，可使用變更申請表內的郵寄標籤寄回，而毋須貼上郵票；否則，請貼上適當的郵票。閣下亦可把已填妥之變更申請表的掃描副本電郵至[dalianwanda.ecom@computershare.com.hk](mailto:dalianwanda.ecom@computershare.com.hk)。變更申請表亦可於本公司網站([www.wandaplazas.com](http://www.wandaplazas.com))或香港交易所披露易網站([www.hkexnews.hk](http://www.hkexnews.hk))內下載。

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（公眾假期除外）上午9時正至下午6時正致電H股股份登記處電話熱線(852) 2862 8688或電郵至[dalianwanda.ecom@computershare.com.hk](mailto:dalianwanda.ecom@computershare.com.hk)。

承董事會命  
大連萬達商業地產股份有限公司  
主席  
丁本錫

2015年12月14日

附註：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財務摘要報告(如適用)；(b)中期報告及中期摘要報告(如適用)；(c)會議通告；(d)上市文件；(e)通函；及(f)委任代表表格。

DWCH-14122015-1(0)

## Change Request Form 變更申請表

**To: Dalian Wanda Commercial Properties Co., Ltd. (the "Company")** (Stock Code: 3699)  
c/o Computershare Hong Kong Investor Services Limited  
17M Floor, Hopewell Centre, 183 Queen's Road East  
Wanchai, Hong Kong

**致: 大連萬達商業地產股份有限公司 (「本公司」)**  
(股份代號: 3699)  
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 all future corporate communication\* of the Company (the "Corporate Communication") in the manner as indicated below:  
本人/吾等欲以下列方式收取 貴公司日後之所有公司通訊\* (「公司通訊」):  
(Please mark (X) in ONLY ONE 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 the **website version** of Corporate Communication published on the Company's website in place of receiving printed copies; and receive a printed notification letter of the publication of Corporate Communication on the Company's website; **OR**  
瀏覽在本公司網站刊發之公司通訊網上版本, 以代替收取印刷本, 並收取公司通訊已在本公司網站刊發的通知函印刷本; 或
- to receive the **printed English version** of Corporate Communication ONLY; **OR**  
僅收取公司通訊之英文印刷本; 或
- to receive the **printed Chinese version** of Corporate Communication ONLY; **OR**  
僅收取公司通訊之中文印刷本; 或
- to receive both **printed English and Chinese versions** of Corporate Communication.  
同時收取公司通訊之英文及中文印刷本。

Name(s) of shareholder(s)<sup>#</sup>  
股東姓名<sup>#</sup>

Date  
日期

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

Shareholder(s) registered address  
股東的登記地址

Contact telephone number  
聯絡電話號碼

Signature(s)  
簽署

<sup>#</sup>You are required to fill in the details if you download this change request form from the Company's website.

假如閣下從本公司網站下載本變更申請表, 請必須填上有關資料。

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 Change Request Form in order to be valid.  
如屬聯名股東, 則本變更申請表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.  
如在本變更申請表作出超過一項選擇、或未有作出選擇、或未有簽署、或在其他方面填寫不正確, 則本變更申請表將會作廢。
- The above instruction will apply to all future Corporate Communication to be sent to shareholders of the Company until you notify otherwise by reasonable notice in writing to the Company's H share registrar, Computershare Hong Kong Investor Services Limited at 17M Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong or by email at [dalianwanda.com@computershare.com.hk](mailto:dalianwanda.com@computershare.com.hk).  
上述指示適用於日後向本公司股東發出的所有公司通訊, 直至閣下發出合理時間的書面通知通知本公司H股股份登記處「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)或以電郵發送至 [dalianwanda.com@computershare.com.hk](mailto:dalianwanda.com@computershare.com.hk) 另作選擇為止。
- Shareholders are entitled to change the choice of language and means of receipt of Corporate Communication at any time by reasonable notice in writing to the Company's H share registrar (at the above address) or by email at [dalianwanda.com@computershare.com.hk](mailto:dalianwanda.com@computershare.com.hk).  
股東有權隨時發出合理時間的書面通知予本公司H股股份登記處(上述地址)或以電郵發送至 [dalianwanda.com@computershare.com.hk](mailto:dalianwanda.com@computershare.com.hk), 要求更改有關公司通訊的語言版本及收取方式。
- For the avoidance of doubt, we do not accept any special instructions written on this Change Request Form.  
為免存疑, 任何在本變更申請表上的額外手寫指示, 本公司將不予處理。

\*Corporate Communication means any document(s) including, but not limited to, (a) the directors' report and annual accounts together with a copy of the auditors' report and, where applicable, a summary financial report; (b) the interim report and, where applicable, a 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財務摘要報告(如適用); (b)中期報告及中期摘要報告(如適用); (c)會議通告; (d)上市文件; (e)通函; 及(f)委任代表表格。

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閣下寄回此變更申請表時, 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 this on the envelope  
to return this change request form to us.  
No postage stamp necessary if posted in Hong Kong.

### 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

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