

## Change Request Form 更改回條

**To:** Langham Hospitality Investments and  
Langham Hospitality Investments Limited (collectively "Langham")  
(Stock Code: 1270)  
c/o Computershare Hong Kong Investor Services Limited  
17M Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong

**致:** 朗廷酒店投資與  
朗廷酒店投資有限公司 (統稱「朗廷」)  
(股份代號: 1270)  
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

### Part A For Current Corporate Communications - To request printed version(s)

#### 甲部 有關本次公司通訊 - 要求收取印刷本

Please ignore this Part if you do not intend to request the printed version(s) of the Current Corporate Communications.

如閣下無意要求收取本次公司通訊之印刷本，則毋須填寫此部分。

I/We have already received a printed version of the Current Corporate Communications in English/Chinese or have chosen (or are deemed to have chosen) to read the Current Corporate Communications posted on Langham's website ("Website Version"):

本人/我們已收取本次公司通訊之英文/中文版本或已選擇(或被視為已選擇)瀏覽朗廷網站所登載之本次公司通訊(「網上版本」):

(Please tick **ONLY ONE** of the following boxes to indicate your choice. 請從下列選擇中，僅在其中一個空格內劃上「✓」號。)

- I/We would like to receive the **printed version in English**.  
本人/我們希望收取英文印刷本。
- I/We would like to receive the **printed version in Chinese**.  
本人/我們希望收取中文印刷本。
- I/We would like to receive the **printed versions in both English and Chinese**.  
本人/我們希望同時收取英文及中文印刷本。

### Part B For Future Corporate Communications - To change your choice

#### 乙部 有關日後公司通訊 - 更改閣下之選擇

Please ignore this Part if you do not intend to change your means of receipt and/or choice of language of future Corporate Communications.

如閣下無意更改收取日後公司通訊之方式及/或語言版本之選擇，則毋須填寫此部分。

(Please tick **ONLY ONE** of the following boxes to indicate your choice. 請從下列選擇中，僅在其中一個空格內劃上「✓」號。)

- To read and/or download the **Website Version** instead of receiving printed copies; and to receive a written notification of the publication of Corporate Communications on the website of Langham; **OR**  
瀏覽及/或下載網上版本，以代替收取印刷本，並收取有關公司通訊已在朗廷網站登載之書面通知函；或
- To receive the **printed version in English ONLY**; **OR**  
僅收取英文印刷本；或
- To receive the **printed version in Chinese ONLY**; **OR**  
僅收取中文印刷本；或
- To receive the **printed versions in both English and Chinese**.  
同時收取英文及中文印刷本。

Full Name(s) of Holder(s) of Share Stapled Units#  
股份合訂單位持有人全名#

Contact telephone number  
聯絡電話號碼

(Please use **BLOCK LETTERS** 請用正楷填寫)

Address#  
地址#

(Please use **BLOCK LETTERS** 請用正楷填寫)

Signature(s)  
簽名

Date  
日期

# You are required to fill in the details if you download this Change Request Form from websites of Langham or Hong Kong Exchanges and Clearing Limited. Otherwise, this Form will not be processed.  
假如你從朗廷網站或香港交易及結算所有限公司網站下載本更改回條，請必須填上有關資料。否則，此回條將會不予處理。

#### Notes 附註:

- Corporate Communications include but not limited to (a) annual report; (b) interim report; (c) notice of meeting; (d) listing document; (e) circular; and (f) proxy form.  
公司通訊包括但不限於：(a) 年度報告；(b) 中期報告；(c) 會議通告；(d) 上市文件；(e) 通函；及 (f) 代表委任表格。
- Please complete this Change Request Form clearly. Any form with more than one selection made in each of Part A and Part B, with no signature or otherwise incorrectly completed will be void.  
請閣下清楚填妥本更改回條。如於本回條的甲、乙部分別作出超過一項選擇，或未有簽署回條，或在其他方面填寫不正確，則本回條將會作廢。
- If your Share Stapled Units are held in joint names, the Holder of Share Stapled Units whose name stands first on the register of Holders of Share Stapled Units of Langham in respect of the joint holding should sign on this Change Request Form in order to be valid.  
如屬聯名股份合訂單位持有人，本更改回條則須由該名於朗廷股份合訂單位持有人登記冊上就該等聯名持有之股份合訂單位名列首位的股份合訂單位持有人簽署，方為有效。
- The above instruction in Part B will apply to all future Corporate Communications until you notify us otherwise by reasonable notice in writing c/o the Share Stapled Units Registrar, Computershare Hong Kong Investor Services Limited ("Share Stapled Units Registrar") at 17M Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong or by email to [Langham.ecom@lanhambhospitality.com](mailto:Langham.ecom@lanhambhospitality.com).  
上述乙部之指示適用於將來寄發之所有公司通訊，直至閣下發出合理時間之書面通知予股份合訂單位過戶登記處香港中央證券登記有限公司(「股份合訂單位過戶登記處」)，地址為香港灣仔皇后大道東183號合和中心17M樓或電郵至 [Langham.ecom@lanhambhospitality.com](mailto:Langham.ecom@lanhambhospitality.com)，以更改閣下之選擇。
- For the avoidance of doubt, we do not accept any special instruction given on this Change Request Form.  
為免存疑，任何在本更改回條上的額外指示將不予處理。

#### PERSONAL INFORMATION COLLECTION STATEMENT 收集個人資料聲明

"Personal Data" in this statement has the same meaning as "personal data" in the Personal Data (Privacy) Ordinance, Chapter 486 of the Laws of Hong Kong ("PDPO"), which may include but not limited to your name, address and/or telephone number. Your Personal Data provided in this Form is on a voluntary basis, and the same is collected and will be disclosed or transferred to the Share Stapled Units Registrar and/or other companies or bodies solely for any of the purposes as stated above in this Form. The Personal Data will be retained for such period as may be necessary for verification and record purposes. You have the right to request access to and/or correction of your Personal Data in accordance with the provisions of the PDPO. Any such request for access to and/or correction of your Personal Data should be made in writing by either one of the following means:

By mail to: Personal Data Privacy Officer  
Computershare Hong Kong Investor Services Limited  
17M Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong

By email to: [hkinfo@computershare.com.hk](mailto:hkinfo@computershare.com.hk)

本聲明中所指的「個人資料」具有香港法例第486章《個人資料(私隱)條例》(「《私隱條例》」)中「個人資料」之涵義，當中包括(但不限於)閣下之姓名、地址及/或電話號碼。閣下於本表格內所提供的個人資料乃屬自願性質，有關資料僅就本表格內上述之任何用途而收集及將披露或轉移予股份合訂單位過戶登記處及/或其他公司或團體。該等個人資料將在適當期間內保留以作核實及記錄用途。閣下有權根據《私隱條例》的條文查閱及/或修改閣下的個人資料。任何該等查閱及/或修改個人資料的要求均須以書面方式透過以下任一途徑提出：

郵寄至：香港灣仔皇后大道東183號合和中心17M樓  
香港中央證券登記有限公司  
個人資料私隱主任

電郵至：[hkinfo@computershare.com.hk](mailto:hkinfo@computershare.com.hk)

#### 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

閣下寄回此更改回條時，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 it on the envelope to return this Change Request Form to us.

No postage stamp necessary if posted in Hong Kong.