

# 補發申請書 REQUEST FOR ISSUE OF REPLACEMENT(S)

(請用正楷英文填寫 To be completed in block letters)

致: 寶德隆證券登記有限公司

香港北角電氣道148號21樓2103B室

服務熱線: (852) 2153 1688 圖文傳真: (852) 3020 5058

電郵地址: [sinfo.hk@boardroomlimited.com](mailto:sinfo.hk@boardroomlimited.com)

日期:

Date: \_\_\_\_\_

To: BOARDROOM SHARE REGISTRARS (HK) LIMITED

2103B, 21/F, 148 Electric Road, North Point, Hong Kong

Services Hotline: (852) 2153 1688 Fax: (852) 3020 5058

Email: [sinfo.hk@boardroomlimited.com](mailto:sinfo.hk@boardroomlimited.com)

股票名稱:

Name of Company: \_\_\_\_\_

甲部: 申請人資料

## SECTION A: PARTICULARS OF CLAIMANT

申請人姓名

Name of Claimant \_\_\_\_\_

地址

Address \_\_\_\_\_

電話 / 圖文傳真 號碼

Telephone / Fax No(s). \_\_\_\_\_

乙部: 申請補發之證書

## SECTION B: CERTIFICATE(S) TO BE REPLACED

請說明申請補發證書的性質:

Please specify the details of certificate(s) to be replaced: \_\_\_\_\_

股數 / 基金單位 / 認股權証數量

No. of Shares / Units /

Amount of Registered Warrants

(如普通股份, 2010年度紅股, 2010年度以股代息, 認股權証, 公開發售股份等)

e.g. Ordinary Shares, 2010 Bonus, 2010 Scrip Dividend, Registered Warrants, Public Offer Shares, etc.)

未收到/遺失的證書之號碼(如知悉):

Certificate number(s) not received / lost (if known): \_\_\_\_\_

倘若未能提供未收到/遺失的證書號碼, 請列出手上持有的證書之號碼, 以便查核紀錄:

If you are unable to provide the certificate number(s) which has / have not been received / lost, please list the certificate number(s) still in your possession for investigation: \_\_\_\_\_

丙部: 申請補發之股息/退款支票

## SECTION C: DIVIDEND / REFUND CHEQUE(S) TO BE REPLACED

請說明申請補發股息/退款支票的性質:

Please specify the details of dividend / refund cheques to be replaced: \_\_\_\_\_

(請註明年份或期數, 如2010年度末期息, 公開發售退款等)

Please specify year of dividend(s), e.g. 2010 Final Dividend, Public Offer Refund, etc.)

丁部: 聲明 (請於適當的空格內加上剔號)

## SECTION D: DECLARATION (Please tick where appropriate)

本人謹此聲明 ☐ 尚未收到 / ☐ 遺失上述項目並要求辦理補發事宜。本人承諾若日後收回或尋獲上述項目時當即送交貴處註銷。

I / We hereby declare that I have ☐ not received / ☐ lost the above item(s) and request the issue of replacement(s). I / We undertake to return the said item(s) for cancellation immediately should it/they be subsequently received or found.

請以下述語言回覆:

I / We would like to receive your reply in the following language:

申請人簽署

Signature(s) of Claimant(s)

☐ 中文

☐ English

備註: 此表格必須由股東簽署。如屬聯名股東, 所有股東均須簽署。

N.B.: This form must be signed by the shareholder. In case of joint shareholders, all shareholders must sign.

股東如屬有限公司, 本表格必須蓋上公司印鑑及由公司正式授權之代表簽署。

If the shareholder is a corporation, this form must be affixed with company chop and duly signed by authorized person(s) on that behalf.

請將填妥及簽署之表格郵寄、傳真或交回本公司

Shareholder(s) can return the duly signed and completed form by mail or fax or in person.