

**To be valid, the whole of this PAL must be returned.**

本暫定配額通知書必須整份交回，方為有效。

## **IMPORTANT**

### **重要提示**

**THIS PROVISIONAL ALLOTMENT LETTER (THIS “PAL”) IS VALUABLE AND TRANSFERABLE AND REQUIRES YOUR IMMEDIATE ATTENTION. THE OFFER CONTAINED IN THIS PAL AND THE ACCOMPANYING EXCESS APPLICATION FORM (THE “EAF”) EXPIRES AT 4:00 P.M. ON FRIDAY, 28 JANUARY 2022 (OR SUCH LATER DATE AS MENTIONED IN THE PARAGRAPH HEADED “EFFECT OF BAD WEATHER” BELOW).**

本暫定配額通知書（「本暫定配額通知書」）乃有價值及可轉讓，並須 閣下即時處理。本暫定配額通知書及隨附的額外申請表格（「額外申請表格」）所載要約將於2022年1月28日（星期五）下午四時正（或下文「惡劣天氣的影響」一段所述的有關較後日期）截止。

**IF YOU ARE IN ANY DOUBT AS TO ANY ASPECT OF THIS PAL, OR AS TO THE ACTION TO BE TAKEN, OR IF YOU HAVE SOLD ALL OR PART OF YOUR H SHARES IN BANK OF QINGDAO CO., LTD. (THE “BANK”), YOU SHOULD CONSULT A LICENSED SECURITIES DEALER, BANK MANAGER, SOLICITOR, PROFESSIONAL ACCOUNTANT OR OTHER PROFESSIONAL ADVISERS.**

閣下如對本暫定配額通知書的任何方面或應採取的行動有任何疑問，或 閣下如已出售青島銀行股份有限公司（「本行」）的全部或部分H股股份，應諮詢持牌證券交易商、銀行經理、律師、專業會計師或其他專業顧問。

**REFERENCE IS MADE TO THE PROSPECTUS (THE “PROSPECTUS”) ISSUED BY THE BANK DATED 14 JANUARY 2022 IN RELATION TO THE H SHARE RIGHTS ISSUE. TERMS DEFINED IN THE PROSPECTUS SHALL HAVE THE SAME MEANINGS WHEN USED HEREIN UNLESS THE CONTEXT OTHERWISE REQUIRES.**

茲提述本行就H股配股所刊發日期為2022年1月14日的供股章程（「供股章程」）。除文義另有所指外，供股章程所界定詞彙應與本暫定配額通知書所採用者具有相同涵義。

A copy of the Prospectus, together with copies of this PAL, the EAF and other documents specified in the paragraph headed “Statutory and General Information - Documents delivered to the Registrar of Companies” in Appendix III to the Prospectus, have been registered by the Registrar of Companies in Hong Kong as required by Section 342C of the Companies (Winding Up and Miscellaneous Provisions) Ordinance (Chapter 32 of the Laws of Hong Kong). The Securities and Futures Commission, Registrar of Companies in Hong Kong and The Stock Exchange of Hong Kong Limited (the “Hong Kong Stock Exchange”) take no responsibility as to the contents of any of the documents referred to above.

供股章程連同本暫定配額通知書、額外申請表格及供股章程附錄三「法定及一般資料－送呈公司註冊處處長文件」一段內所指明的其他文件，已遵照香港法例第32章《公司（清盤及雜項條文）條例》第342C條的規定送呈香港公司註冊處處長登記。證券及期貨事務監察委員會、香港公司註冊處處長及香港聯合交易所有限公司（「香港聯交所」）對上文所述的任何文件的內容概不負責。

Dealings in the securities and the Nil-paid H Rights and the H Rights Shares may be settled through CCASS operated by HKSCC and you should consult a licensed securities dealer, bank manager, solicitor, professional accountant or other professional advisers for details of those settlement arrangements and how such arrangements may affect your rights and interests. Existing H Shares have been dealt in on an ex-rights basis from Wednesday, 5 January 2022. Dealings in the Nil-paid H Rights will take place from Tuesday, 18 January 2022 to Tuesday, 25 January 2022 (both days inclusive).

本行證券、未繳股款H股配股權及H股配股股份之買賣可透過香港結算營運的中央結算系統進行交收，有關該等交收安排的詳情以及該等安排對 閣下的權利及權益可能造成的影響，敬請諮詢持牌證券交易商、銀行經理、律師、專業會計師或其他專業顧問。自2022年1月5日（星期三）起，現有H股股份已按除權基準進行交易，未繳股款H股配股權將於2022年1月18日（星期二）至2022年1月25日（星期二）（包括首尾兩日）期間買賣。

If you wish to exercise your right to subscribe for all the H Rights Shares specified in this PAL, you should lodge this PAL in accordance with the instructions printed herein, together with a remittance for the full amount payable on acceptance, with the H Share Registrar, Computershare Hong Kong Investor Services Limited, at Shops 1712-1716, 17th Floor, Hopewell Centre, 183 Queen’s Road East, Wan Chai, Hong Kong by no later than 4:00 p.m. on Friday, 28 January 2022 (or such later date as mentioned in the paragraph headed “Effect of Bad Weather” below). All remittances must be made by cheque or cashier’s order in Hong Kong Dollars. Cheques must be drawn on an account with, and cashier’s orders must be issued by, a licensed bank in Hong Kong and made payable to “**Bank of China (Hong Kong) Nominees Limited – Bank of Qingdao – PAL**” and crossed “**Account Payee Only**”.

倘 閣下有意行使 閣下的權利認購本暫定配額通知書指定的所有H股配股股份，閣下應不遲於2022年1月28日（星期五）下午四時正（或下文「惡劣天氣的影響」一段所述的有關較後日期）按照本暫定配額通知書印列的指示將本暫定配額通知書連同須於接納時繳付之全部股款送交H股股份過戶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17樓1712至1716號舖。所有股款均須以港元支票或銀行本票繳付。有關支票須以香港持牌銀行的戶口開出，而銀行本票須由香港持牌銀行發出，並註明抬頭人為「**Bank of China (Hong Kong) Nominees Limited – Bank of Qingdao – PAL**」及以「**只准入抬頭人賬戶**」劃線方式開出。

H Share Registrar:

Computershare Hong Kong  
Investor Services Limited  
Shops 1712-1716,  
17th Floor, Hopewell Centre,  
183 Queen's Road East,  
Wan Chai, Hong Kong

H股股份過戶登記處:

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  
17樓1712至1716號舖

BQD  青島銀行

Bank of Qingdao Co., Ltd.\*  
青島銀行股份有限公司\*

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

(於中華人民共和國註冊成立的股份有限公司)

(H Shares Stock Code: 3866)  
(Preference Shares Stock Code: 4611)  
(H股股份代號: 3866)  
(優先股股份代號: 4611)

H SHARE RIGHTS ISSUE OF  
BANK OF QINGDAO CO., LTD.  
OF 528,910,494 H SHARES ON THE BASIS OF  
THREE(3) H RIGHTS SHARES FOR EVERY TEN(10)  
EXISTING H SHARES HELD ON THE H SHARE RIGHTS ISSUE RECORD DATE  
AT HK\$3.92 PER H RIGHTS SHARE

H股配股

青島銀行股份有限公司

按每持有十(10)股現有H股

獲發三(3)股H股配股股份之基準於H股配股股權登記日

以每股H股配股股份3.92港元之價格

發行528,910,494股H股

PAYABLE IN FULL ON ACCEPTANCE NOT LATER THAN

4:00 P.M. ON FRIDAY, 28 JANUARY 2022

股款須不遲於2022年1月28日(星期五)下午四時正

於接納時繳足

PROVISIONAL ALLOTMENT LETTER

暫定配額通知書

Registered Address and  
Address of Head Office:  
Building 3, No.6 Qinling Road  
Laoshan District  
Qingdao, Shandong Province  
the PRC

註冊地址及總部地址:  
中國  
山東省青島市  
嶗山區  
秦嶺路6號3號樓

Address of the Registered Office  
in Hong Kong:  
31st Floor, Tower Two  
Times Square  
1 Matheson Street  
Causeway Bay  
Hong Kong

香港註冊辦事處地址:  
香港  
銅鑼灣  
勿地臣街1號  
時代廣場  
二座31樓

14 January 2022  
2022年1月14日

Provisional Allotment Letter No.  
暫定配額通知書編號

Name(s) and address of the Qualified H Shareholder(s)  
合資格H股股東姓名及地址

Number of H Share(s) registered in your name(s) on Thursday, 13 January 2022  
於2022年1月13日(星期四)登記於閣下名下的H股股份數目

BOX A  
甲欄

Number of H Rights Shares provisionally allotted to you subject to payment in full on acceptance not later than  
4:00 p.m. on Friday, 28 January 2022  
暫定配發予閣下的H股配股股份數目，股款須不遲於2022年1月28日(星期五)下午四時正於接納時繳足

BOX B  
乙欄

Total subscription monies payable in full upon acceptance 於接納時應繳足認購股款總額

BOX C  
丙欄

HK\$  
港元

Name of bank on which cheque/  
cashier's order is drawn:  
支票/銀行本票的付款銀行名稱:

Cheque/cashier's order number:  
支票/銀行本票號碼:

Please insert your contact telephone no.:  
請填上閣下的聯絡電話號碼:

\* Bank of Qingdao Co., Ltd. is not an authorized institution within the meaning of the Banking Ordinance (Chapter 155 of the Laws of Hong Kong), not subject to the supervision of the Hong Kong Monetary Authority, and not authorized to carry on banking and/or deposit-taking business in Hong Kong.  
\* 青島銀行股份有限公司並非一家根據銀行業條例(香港法例第155章)之認可機構，並不受限於香港金融管理局的監督，亦不獲授權在香港經營銀行及/或接受存款業務。

IN THE EVENT OF TRANSFER OF RIGHT(S) TO SUBSCRIBE FOR H RIGHTS SHARE(S) PRESENTED BY THIS DOCUMENT, HONG KONG AD VALOREM STAMP DUTY IS PAYABLE ON EACH SALE AND EACH PURCHASE. A GIFT OR A TRANSFER OF BENEFICIAL INTEREST OTHER THAN BY WAY OF SALE IS ALSO LIABLE TO HONG KONG AD VALOREM STAMP DUTY. EVIDENCE OF PAYMENT OF HONG KONG AD VALOREM STAMP DUTY WILL BE REQUIRED BEFORE REGISTRATION OF ANY TRANSFER OF THE H RIGHTS SHARE(S) REPRESENTED BY THIS DOCUMENT.

如轉讓認購本文件所指H股配股股份的權利，每項買賣均須繳付香港從價印花稅。除以出售形式外，饋贈或轉讓實益權益亦須繳付香港從價印花稅。在登記任何轉讓本文件代表之H股配股股份之前，須出示已繳付香港從價印花稅的證明。

Form B  
表格乙

FORM OF TRANSFER AND NOMINATION  
轉讓及提名表格

(To be completed and signed only by the Qualified H Shareholder(s) who wish(es) to transfer all of his/her/its/their right(s) to subscribe for the H Rights Share(s) set out in Box B of Form A)

(僅供有意悉數轉讓其全部認購表格甲內乙欄所列H股配股股份權利之合資格H股股東填寫及簽署)

To: The Directors

**BANK OF QINGDAO CO., LTD.**

致：青島銀行股份有限公司

列位董事 台照

Dear Sirs and Madams,

I/We, as the Qualified H Shareholders, hereby transfer all of my/our rights to subscribe for the H Rights Shares comprised in this PAL to the person(s) accepting the same and signing the registration application form (Form C) below.

敬啟者：

本人／吾等，作為合資格H股股東謹將本暫定配額通知書所列本人／吾等認購H股配股股份的權利悉數轉讓予接受此權利並簽署下列登記申請表格(表格丙)的人士。

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_ 4. \_\_\_\_\_

Signature(s) of Qualifying H Shareholder(s) (all joint Qualifying H Shareholders must sign)

合資格H股股東簽署(所有聯名合資格H股股東均須簽署)

Date: \_\_\_\_\_ 2022

日期: 2022年 \_\_\_\_\_ 月 \_\_\_\_\_ 日

Hong Kong ad valorem stamp duty is payable by the transferor(s) and the transferee(s) in connection with the transfer of rights to subscribe for the H Rights Shares if this form is completed.

如已填妥本表格，轉讓人及承讓人須就轉讓認購H股配股股份的權利繳付香港從價印花稅。

(To be completed and signed only by the person(s) to whom the rights to subscribe for the H Rights Shares has/have been transferred)  
(僅供承讓認購H股配股股份權利之人士填寫及簽署)

To: The Directors  
**BANK OF QINGDAO CO., LTD. (the "Bank")**

致：青島銀行股份有限公司(「貴行」)  
列位董事 台照

Dear Sirs and Madams,

I/We request you to register the number of H Rights Shares mentioned in Box B of Form A in my/our name(s). I/We agree to accept the same on the terms embodied in this PAL and the Prospectus and subject to the articles of association of the Bank.

敬啟者：  
本人／吾等謹請閣下將表格甲內乙欄所列的H股配股股份數目，登記於本人／吾等名下。本人／吾等同意按照本暫定配額通知書及供股章程所載條款，以及在貴行的公司章程規限下，接納此等H股配股股份。

Existing H Shareholders(s) Please mark "X" in this box 現有H股股東請在本欄內填上「X」號	<input type="checkbox"/>
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To be completed in **BLOCK LETTERS** in **ENGLISH**. Joint applicants should give the address of the first-named applicant only.  
For Chinese applicant(s), please provide your name in both English and Chinese.  
請用英文正楷填寫。聯名申請人只須填報首名申請人之地址。華裔申請人須填寫中英文姓名。

Name in English 英文姓名	Family Name or Company Name 姓氏或公司名稱 Other name(s) 名字	Name in Chinese 中文姓名
Full name of joint applicants (if any) 聯名申請人全名(如有)		
Address in English (Joint applicants should give the address of the first-named applicant only) 英文地址(聯名申請人只須填報首名申請人之地址)		
Occupation 職業		Tel. No. 電話號碼
Dividend Instructions 派息指示		
Name and address of bank 銀行名稱及地址		Bank account number 銀行賬戶號碼
	BANK 銀行	BRANCH 分行
		ACCOUNT 賬戶

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_ 4. \_\_\_\_\_

Signature(s) of applicant(s) (all joint applicants must sign)  
申請人簽署(所有聯名申請人均須簽署)

Date: \_\_\_\_\_ 2022 日期: 2022年 \_\_\_\_\_ 月 \_\_\_\_\_ 日

Hong Kong ad valorem stamp duty is payable by the transferor(s) and the transferee(s) in connection with the transfer of rights to subscribe for the H Rights Shares if this form is completed.  
如已填妥本表格，轉讓人及承讓人須就轉讓認購H股配股股份的權利繳付香港從價印花稅。

Subject to the granting of the listing of, and permission to deal in, the Nil-paid H Rights and H Rights Shares on the Hong Kong Stock Exchange, and subject to compliance with the stock admission requirements of HKSCC, the Nil-paid H Rights and H Rights Shares will be accepted as eligible securities by HKSCC for deposit, clearance and settlement in CCASS with effect from the respective commencement dates of dealings in the Nil-paid H Rights and H Rights Shares on the Hong Kong Stock Exchange or such other date(s) as determined by HKSCC. Settlement of transactions between participants of the Hong Kong Stock Exchange on any trading day is required to take place in CCASS on the second trading day thereafter. All activities under CCASS are subject to the “General Rules of CCASS” and the “CCASS Operational Procedures” in effect from time to time.

於未繳股款H股配股權及H股配股股份獲香港聯交所批准上市及買賣並符合香港結算的股份收納規定後，未繳股款H股配股權及H股配股股份將獲香港結算接納為合資格證券，自未繳股款H股配股權及H股配股股份於香港聯交所各自開始買賣的日期或由香港結算釐定的有關其他日期起在中央結算系統寄存、結算及交收。香港聯交所參與者之間在任何交易日進行的交易，須於其後第二個交易日在中央結算系統內交收。在中央結算系統內進行之一切活動均須依照不時生效的《中央結算系統一般規則》及《中央結算系統運作程序規則》進行。

Hong Kong Exchanges and Clearing Limited, the Hong Kong Stock Exchange and HKSCC take no responsibility for the contents of this PAL, make no representation as to its accuracy or completeness and expressly disclaim any liability whatsoever for any loss howsoever arising from or in reliance upon the whole or any part of the contents of this PAL.

香港交易及結算所有限公司、香港聯交所及香港結算對本暫定配額通知書的內容概不負責，對其準確性或完整性亦不發表任何聲明，並明確表示，概不就本暫定配額通知書全部或任何部分內容而產生或因倚賴該等內容而引致的任何損失承擔任何責任。

**THE PROSPECTUS DOCUMENTS WILL NOT BE REGISTERED OR FILED UNDER ANY APPLICABLE SECURITIES OR EQUIVALENT LEGISLATION OF ANY JURISDICTION OTHER THAN (I) HONG KONG AND (II) THE PRC (IN ACCORDANCE WITH THE CSRC ANNOUNCEMENT “FILING REQUIREMENTS FOR HONG KONG LISTED ISSUERS MAKING RIGHTS ISSUE TO MAINLAND SHAREHOLDERS THROUGH MAINLAND-HONG KONG STOCK CONNECT” (CSRC ANNOUNCEMENT [2016] NO. 21) (“CSRC ANNOUNCEMENT”). NO ACTION HAS BEEN TAKEN TO PERMIT A PUBLIC OFFERING OF THE NIL-PAID H RIGHTS AND/OR H RIGHTS SHARES, OTHER THAN IN HONG KONG, OR THE DISTRIBUTION OF THIS PAL AND OTHER PROSPECTUS DOCUMENTS IN ANY JURISDICTION OTHER THAN HONG KONG.**

除(I)香港及(II)中國(根據中國證監會發佈之公告《關於港股通下香港上市公司向境內原股東配售股份的備案規定》(公告[2016]21號)(「中國證監會公告」)外,章程文件將不會根據任何司法權區的任何適用證券法例或同等法例登記或備案。本行並無辦理任何手續,以獲准在香港以外地區公開發售未繳股款H股配股權及/或H股配股股份,或在香港以外之任何司法權區派發本暫定配額通知書及其他章程文件。

**NO PERSON RECEIVING THE PROSPECTUS DOCUMENTS IN ANY TERRITORY OUTSIDE HONG KONG MAY TREAT IT AS AN OFFER OR INVITATION TO APPLY FOR THE H RIGHTS SHARES OR EXCESS H RIGHTS SHARES, UNLESS IN A TERRITORY WHERE SUCH AN OFFER OR INVITATION COULD LAWFULLY BE MADE WITHOUT COMPLIANCE WITH ANY REGISTRATION OR OTHER LEGAL AND REGULATORY REQUIREMENTS THEREOF. IT IS THE RESPONSIBILITY OF ANYONE OUTSIDE HONG KONG WISHING TO ACCEPT THE PROVISIONALLY ALLOTTED H RIGHTS SHARES OR MAKE AN APPLICATION FOR EXCESS H RIGHTS SHARES TO SATISFY HIMSELF/HERSELF/ITSELF/THEMSELVES, BEFORE ACQUIRING NIL-PAID H RIGHTS OR TO APPLY FOR EXCESS H RIGHTS SHARES, AS TO THE OBSERVANCE OF THE LAWS AND REGULATIONS OF ALL RELEVANT TERRITORIES, INCLUDING OBTAINING OF ANY GOVERNMENTAL OR OTHER CONSENTS, AND TO PAY ANY TAXES AND DUTIES REQUIRED TO BE PAID IN SUCH TERRITORY IN CONNECTION THEREWITH WITHOUT PREJUDICE TO THE FOREGOING. THE BANK RESERVES THE RIGHT TO REFUSE ANY ACCEPTANCE OF NIL-PAID H RIGHTS OR ANY APPLICATION FOR EXCESS H RIGHTS SHARES WHERE IT BELIEVES THAT DOING SO WOULD VIOLATE APPLICABLE SECURITIES LEGISLATIONS OR OTHER LAWS OR REGULATIONS OF ANY JURISDICTION.**

任何人士如在香港以外任何地區接獲章程文件,除非在該地區可合法提呈有關要約或邀請而毋須辦理任何登記手續或符合該地區之其他法例及監管規定,否則不可視作申請H股配股股份或額外H股配股股份之要約或邀請。任何身處香港以外地區之人士如有意接納獲暫定配發之H股配股股份或申請額外H股配股股份,在取得未繳股款H股配股權或申請額外H股配股股份前,必須自行遵守所有有關地區之法例及規例,包括在不影響前述者情況下取得任何政府或其他方面同意及就此繳付該地區規定須繳付之任何稅項及徵費。倘本行相信接納任何未繳股款H股配股權或額外H股配股股份之申請會違反任何司法權區之適用證券法例或其他法例或規例,則本行保留拒絕接納有關申請之權利。

**TO TAKE UP YOUR RIGHT TO SUBSCRIBE FOR THE H RIGHTS SHARES PROVISIONALLY ALLOTTED TO YOU IN FULL, YOU MUST LODGE THIS PAL INTACT WITH THE H SHARE REGISTRAR, COMPUTERSHARE HONG KONG INVESTOR SERVICES LIMITED, AT SHOPS 1712-1716, 17TH FLOOR, HOPEWELL CENTRE, 183 QUEEN'S ROAD EAST, WAN CHAI, HONG KONG, TOGETHER WITH A REMITTANCE IN HONG KONG DOLLARS FOR THE FULL AMOUNT PAYABLE ON ACCEPTANCE, SHOWN IN BOX C OF FORM A OF THIS PAL SO AS TO BE RECEIVED BY THE H SHARE REGISTRAR NOT LATER THAN 4:00 P.M. ON FRIDAY, 28 JANUARY 2022 (OR SUCH LATER DATE AS MENTIONED IN THE PARAGRAPH HEADED "EFFECT OF BAD WEATHER" BELOW). ALL REMITTANCES MUST BE MADE BY CHEQUE OR CASHIER'S ORDER IN HONG KONG DOLLARS. CHEQUES MUST BE DRAWN ON A BANK ACCOUNT WITH, AND CASHIER'S ORDERS MUST BE ISSUED BY, A LICENSED BANK IN HONG KONG, AND MADE PAYABLE TO "BANK OF CHINA (HONG KONG) NOMINEES LIMITED – BANK OF QINGDAO – PAL" AND CROSSED "ACCOUNT PAYEE ONLY". INSTRUCTIONS ON TRANSFER AND SPLITTING ARE SET OUT IN AN ENCLOSED SEPARATE SHEET. NO RECEIPT WILL BE GIVEN FOR SUCH REMITTANCES.**

閣下如欲全數接納認購暫定配發予閣下的H股配股股份之權利，須將本暫定配額通知書整份連同本暫定配額通知書表格甲內丙欄所示須於接納時繳付的全部港元股款於不遲於2022年1月28日(星期五)下午四時正(或下文「惡劣天氣的影響」一段所述的有關較後日期)交回H股股份過戶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17樓1712至1716號舖。所有股款須以港元支票或銀行本票繳付。有關支票須以香港持牌銀行的銀行戶口開出，而銀行本票須由香港持牌銀行發出，並註明抬頭人為「Bank of China (Hong Kong) Nominees Limited – Bank of Qingdao – PAL」及以「只准入抬頭人賬戶」劃線方式開出。有關轉讓及分拆的指示載於另一附頁。本行將不另發股款收據。

The H Share Rights Issue is conditional upon the fulfilment of the conditions set out in the paragraph headed “Letter from the Board – Conditions of the H Share Rights Issue” of the Prospectus and is subject to the terms and conditions of the Underwriting Agreement. If any of the conditions of the H Share Rights Issue are not fulfilled, the H Share Rights Issue will not proceed.

H股配股須待供股章程中「董事會函件－H股配股之條件」一段所載之條件達成後，方可作實，並須受承銷協議之條款及條件約束。倘有任何H股配股之條件未能達成，則H股配股將不會進行。

The Underwriters have the right under the Underwriting Agreement to terminate the Underwriting Agreement by notice in writing to the Bank at any time prior to the Latest Time for Termination, in certain circumstances set out in the Underwriting Agreement. Details of the circumstances under which the Underwriters have the right to terminate the Underwriting Agreement are set out below in this PAL in the paragraph headed “Termination of the Underwriting Agreement”.

根據承銷協議，承銷商有權在承銷協議所載的若干情況下，於最後終止時間前隨時向本行發出書面通知終止承銷協議。承銷商有權終止承銷協議的情況詳情載於本暫定配額通知書下文「終止承銷協議」一段。

If prior to the Latest Time for Termination, the Underwriters terminate the Underwriting Agreement, the H Share Rights Issue will not proceed.

倘承銷商於最後終止時間前終止承銷協議，則H股配股將不會進行。

H Shareholders should note that the H Shares have been dealt in on an ex-rights basis on the Hong Kong Stock Exchange from Wednesday, 5 January 2022. The Nil-paid H Rights will be dealt in from Tuesday, 18 January 2022 to Tuesday, 25 January 2022 (both days inclusive).

H股股東務須注意，H股股份已由2022年1月5日（星期三）起於香港聯交所按除權基準買賣。未繳股款H股配股權將於2022年1月18日（星期二）至2022年1月25日（星期二）（包括首尾兩日）止期間內買賣。

Any dealings in the H Shares from the date of the Prospectus up to the date on which all the conditions of the H Share Rights Issue are fulfilled or waived (as applicable), which is currently expected to be 5:00 p.m. on Monday, 31 January 2022, and any dealings in the Nil-paid H Rights between Tuesday, 18 January 2022 to Tuesday, 25 January 2022 (both days inclusive) are accordingly subject to the risk that the H Share Rights Issue may not become unconditional and may not proceed. H Shareholders and potential investors should therefore exercise caution when dealing in the H Shares and/or Nil-paid H Rights, and if they are in any doubt about their position, they are recommended to consult their professional advisers.

於供股章程日期起直至H股配股的所有條件達成或獲豁免（如適用）之日（目前預期為2022年1月31日（星期一）下午五時正）止期間內任何H股股份買賣，及於2022年1月18日（星期二）至2022年1月25日（星期二）（包括首尾兩日）止期間內任何未繳股款H股配股權買賣，須承擔H股配股未必成為無條件及未必進行的相應風險。因此，H股股東及潛在投資者於買賣H股股份及／或未繳股款H股配股權時，務請審慎行事，倘彼等對其本身的情況有任何疑問，建議諮詢其專業顧問。

**NO RECEIPT WILL BE GIVEN**

本行將不另發股款收據



**BQD**  **青岛银行**  
**Bank of Qingdao Co., Ltd.\***  
**青島銀行股份有限公司\***

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

**(H Shares Stock Code: 3866)**

**(Preference Shares Stock Code: 4611)**

14 January 2022

Dear Qualified H Shareholder(s),

## **INTRODUCTION**

In accordance with the terms and conditions of this PAL and those set out in the Prospectus and subject to the articles of association of the Bank, the Directors have provisionally allotted to you the number of H Rights Shares indicated in Form A of this PAL on the basis of three (3) H Rights Shares for every ten (10) Existing H Shares registered in your name in the H Shareholders' Register on Thursday, 13 January 2022. Your holding of Existing H Shares as at that date is set out in Box A of Form A of this PAL and the number of H Rights Shares provisionally allotted to you is set out in Box B of Form A of this PAL. Terms defined in the Prospectus have the same meanings when adopted herein unless the context otherwise requires.

You have the right to acquire the H Rights Shares provisionally allotted to you at a price of HK\$3.92 per H Rights Share payable in full on acceptance, in the manner set out below, by no later than 4:00 p.m. on Friday, 28 January 2022 (or such later date as mentioned in the paragraph headed "Effect of Bad Weather" below). You may, subject to the paragraph headed "Qualified H Shareholders and Excluded H Shareholders" below, accept all or any number of the H Rights Shares provisionally allotted to you hereunder or dispose of your right to all or any of them. If you wish to accept only part of your provisional allotment and to transfer the remainder or to transfer your provisional allotment to more than one person, you should refer to the instructions in the paragraph headed "Splitting" below. If you wish to transfer all of your provisional allotment you should refer to the instructions in the paragraph headed "Transfer" below.

The H Share Rights Issue is conditional upon (i) the Underwriting Agreement becoming unconditional and not being terminated in accordance with its terms; and (ii) there not having occurred any event which would prevent the H Share Rights Issue from becoming unconditional. If the conditions of the H Share Rights Issue are not fulfilled or waived (as applicable), the H Share Rights Issue will not proceed.

## **H RIGHTS SHARES**

The H Rights Shares, when allotted, issued and fully-paid (including credited as fully-paid as the case may be), will rank *pari passu* in all respects with the existing H Shares then in issue such that holders of fully-paid H Rights Shares will be entitled to receive all future dividends and distributions which are declared, made or paid after the date of issue and allotment of the H Rights Shares in their fully-paid form.

Subject to the granting of the listing of, and permission to deal in, the Nil-paid H Rights and H Rights Shares on the Hong Kong Stock Exchange, and subject to compliance with the stock admission requirements of HKSCC, the Nil-paid H Rights and H Rights Shares will be accepted as eligible securities by HKSCC for deposit, clearance and settlement in CCASS with effect from the respective commencement dates of dealings on the Hong Kong Stock Exchange or such other dates as determined by HKSCC. Settlement of transactions between participants of the Hong Kong Stock Exchange on any trading day is required to take place in CCASS on the second trading day thereafter. All activities under CCASS are subject to the "General Rules of CCASS" and "CCASS Operational Procedures" in effect from time to time.

\* *Bank of Qingdao Co., Ltd. is not an authorized institution within the meaning of the Banking Ordinance (Chapter 155 of the Laws of Hong Kong), not subject to the supervision of the Hong Kong Monetary Authority, and not authorized to carry on banking and/or deposit-taking business in Hong Kong.*

**BQD**  **青島銀行**  
**Bank of Qingdao Co., Ltd.\***  
**青島銀行股份有限公司\***  
(於中華人民共和國註冊成立的股份有限公司)  
(H股股份代號：3866)  
(優先股股份代號：4611)

列位合資格H股股東：

## 緒言

根據本暫定配額通知書及供股章程所載的條款及條件，並在本行的公司章程的規限下，董事已暫定配發本暫定配額通知書表格甲所載數目的H股配股股份予閣下，基準為於2022年1月13日(星期四)以閣下名義在H股股東名冊上登記每十(10)股現有H股股份獲發三(3)股H股配股股份。閣下於該日持有的現有H股股份列於本暫定配額通知書表格甲內甲欄，而暫定配發予閣下的H股配股股份數目則列於本暫定配額通知書表格甲內乙欄。除文義另有所指外，於供股章程中所界定的詞彙與本通知書所採用者具相同涵義。

閣下有權在不遲於2022年1月28日(星期五)下午四時正(或下文「惡劣天氣的影響」一段所述的有關較後日期)根據下文所載的方式按每股H股配股股份3.92港元的價格(須於接納時繳足)購買暫定配發予閣下的H股配股股份。在下文「合資格H股股東及除外H股股東」一段的規限下，閣下可接納據此暫定配發予閣下的全部或任何數目的H股配股股份，或出售閣下的全部或任何有關股份的權利。倘閣下有意僅接納閣下的部分暫定配額並將餘額轉讓，或將閣下的暫定配額轉讓予超過一名人士，則閣下應參閱下文「分拆」一段內的指示。閣下如欲轉讓閣下的全部暫定配額，則閣下應參閱下文「轉讓」一段內的指示。

H股配股須待(i)承銷協議根據其條款成為無條件且並未被終止；及(ii)概無發生任何事件可能阻止H股配股成為無條件後，方可作實。倘H股配股條件未獲達成或獲豁免(如適用)，則H股配股將不會進行。

## H股配股股份

H股配股股份一經配發、發行並繳足股款後(包括入賬列作繳足者，視乎情況而定)，將於所有方面與當時已發行的現有H股股份享有同等地位，致使繳足股款H股配股股份持有人日後將有權收取於發行及配發繳足股款H股配股股份日期後所宣派、作出或派付的所有股息及分派。

待未繳股款H股配股權及H股配股股份獲准於香港聯交所上市及買賣後，及在符合香港結算的股份收納規定後，未繳股款H股配股權及H股配股股份將獲香港結算接納為合資格證券，可自其各自於香港聯交所開始買賣的日期或由香港結算釐定的有關其他日期起，於中央結算系統寄存、結算及交收。香港聯交所參與者之間在任何交易日進行的交易，須於其後第二個交易日在中央結算系統進行交收。所有中央結算系統活動均須遵守不時有效的《中央結算系統一般規則》及《中央結算系統運作程序規則》。

\* 青島銀行股份有限公司並非一家根據銀行業條例(香港法例第155章)之認可機構，並不受限於香港金融管理局的監督，亦不獲授權在香港經營銀行及/或接受存款業務。

## PROCEDURE FOR ACCEPTANCE

Any person (including, but not limited to, any agent, custodian, nominee and trustee) wishing to take up his/her/its rights under the H Share Rights Issue must satisfy himself/herself/itself as to full observance of the applicable laws of any relevant territories, including obtaining any requisite governmental or other consents, observing any other requisite formalities and paying any issue, transfer or other taxes due in such territories. The attention of H Shareholders with registered addresses in any of the Specified Territories or holding H Shares on behalf of persons with such addresses is drawn to the section headed “Notice” in the Prospectus and the paragraph below headed “Qualified H Shareholders and Excluded H Shareholders”.

Qualified H Shareholders who wish to take up their provisional allotment of H Rights Shares in full, must lodge the whole of this PAL intact with the H Share Registrar, Computershare Hong Kong Investor Services Limited, at Shops 1712-1716, 17th Floor, Hopewell Centre, 183 Queen’s Road East, Wan Chai, Hong Kong, together with a remittance for the full amount payable on acceptance, as shown in Box C of Form A of this PAL, so as to be received by the H Share Registrar not later than 4:00 p.m. on Friday, 28 January 2022 (or such later date as mentioned in the paragraph headed “Effect of Bad Weather” below). All remittances must be made in Hong Kong dollars and cheques must be drawn on a bank account with, or cashier’s orders must be issued by, a licensed bank in Hong Kong and made payable to “**Bank of China (Hong Kong) Nominees Limited – Bank of Qingdao – PAL**” and crossed “**Account Payee Only**”. Any payments for the H Rights Shares should be rounded up to 2 decimal points. Such payment will constitute acceptance of the provisional allotment on the terms of this PAL and the Prospectus and subject to the articles of association of the Bank. No receipt will be given for such remittances. The Bank may at its discretion treat a PAL as valid and binding on the person(s) by himself/herself/itself/themselves or on whose behalf it is lodged even if not completed in accordance with the relevant instructions.

It should be noted that, unless a PAL, duly completed, together with the appropriate remittance shown in Box C of Form A of this PAL, has been lodged with the H Share Registrar by 4:00 p.m. on Friday, 28 January 2022 (or such later date as mentioned in the paragraph headed “Effect of Bad Weather” below), whether from the original allottee or any person in whose favour the rights have been validly transferred, your provisional allotment and all rights thereunder will be deemed to have been declined and will be cancelled and such H Rights Shares will be available for application under the EAFs by Qualified H Shareholders. The Bank may (at its sole discretion) treat a PAL as valid and binding on the person(s) by whom or on whose behalf it is lodged even if not completed in accordance with the relevant instructions.

## SPLITTING

If you wish to accept only part of your provisional allotment or transfer all or part of provisionally allotment to more than one person, the original PAL must be surrendered and lodged for cancellation with a covering letter stating clearly the number of split PALs required and the number of Nil-paid H Rights to be comprised in each split PAL (which, in aggregate, should be equal to the number of H Rights Shares provisionally allotted to you as stated in Box B of Form A of this PAL), by no later than 4:30 p.m. on Thursday, 20 January 2022 to the H Share Registrar, Computershare Hong Kong Investor Services Limited, at Shops 1712-1716, 17th Floor, Hopewell Centre, 183 Queen’s Road East, Wan Chai, Hong Kong, who will cancel the original PAL and issue new PALs in the denominations required which will be available for collection at the H Share Registrar, Computershare Hong Kong Investor Services Limited, at Shops 1712-1716, 17th Floor, Hopewell Centre, 183 Queen’s Road East, Wan Chai, Hong Kong, after 9:00 a.m. on the second Business Day after the surrender of the original PAL.

It should be noted that Hong Kong stamp duty is payable in connection with the transfer of your rights to subscribe for the relevant H Rights Shares to the transferee(s) and the acceptance by the transferee(s) of such rights. The Bank may (at its sole discretion) treat a PAL as valid and binding on the person(s) by whom or on whose behalf it is lodged even if not completed in accordance with the relevant instructions.

## TRANSFER

If you wish to transfer all of your Nil-paid H Rights to another person you should complete and sign the “Form of Transfer and Nomination” (Form B) in this PAL and hand the original completed and signed PAL to the person(s) to or through whom you are transferring your Nil-paid H Rights. The transferee must then complete and sign the “Registration Application Form” (Form C) in this PAL and lodge this PAL intact together with a remittance for the full amount payable on acceptance as set out in Box C of the PAL with the H Share Registrar, Computershare Hong Kong Investor Services Limited, at Shops 1712-1716, 17th Floor, Hopewell Centre, 183 Queen’s Road East, Wan Chai, Hong Kong, to effect the transfer by no later than 4:00 p.m. on Friday, 28 January 2022 (or such later date as mentioned in the paragraph headed “Effect of Bad Weather” below).

## 接納手續

任何人士(包括但不限於任何代理、託管人、代名人及受託人)如欲承購其H股配股項下的權利,必須使其信納其已全面遵守任何相關地區的適用法律,包括取得任何所需的政府或其他同意、符合任何其他所需的正式手續,以及於有關地區繳納任何發行、轉讓或其他應繳稅項。其登記地址位於任何特定地區或代表位於有關地址的人士持有H股股份的H股股東,務請注意供股章程「注意事項」一節及下文「合資格H股股東及除外H股股東」一段。

合資格H股股東如欲全數承購其H股配股股份暫定配額,必須在不遲於2022年1月28日(星期五)下午四時正(或下文「惡劣天氣的影響」一段所述的有關較後日期),將整份本暫定配額通知書連同本暫定配額通知書表格甲內丙欄所示須於接納時繳付的全數股款送交H股股份過戶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17樓1712至1716號舖。所有股款必須以港元繳付,有關支票須以香港持牌銀行的銀行賬戶開出,而銀行本票則須由香港持牌銀行開出,並註明抬頭人為「**Bank of China (Hong Kong) Nominees Limited – Bank of Qingdao – PAL**」及以「**只准入抬頭人賬戶**」劃線方式開出。H股配股股份之任何付款款額應向上調整至兩個小數點。有關付款將構成按照本暫定配額通知書及供股章程的條款以及在本行的公司章程細則的規限下接納暫定配額。本行將不另發股款收據。本行可酌情將並未按相關指示填妥的暫定配額通知書視作有效,並對自行或由代表送交該表格的人士具有約束力。

務請注意,除非原承配人或已獲有效轉讓H股配股權的任何人士已在2022年1月28日(星期五)下午四時正(或下文「惡劣天氣的影響」一段所述的有關較後日期)前將填妥的暫定配額通知書連同本暫定配額通知書表格甲內丙欄所示的適當股款送交H股股份過戶登記處,否則閣下的暫定配額及其項下的一切權利將被視作已遭拒絕及將被取消,而有關H股配股股份將可供合資格H股股東以額外申請表格申請認購。本行可(全權酌情)將並未按相關指示填妥的暫定配額通知書視作有效,並對自行或由代表送交該通知書的人士具有約束力。

## 分拆

倘閣下有意僅接納閣下的部分暫定配額或轉讓閣下全部或部分暫定配額予超過一名人士,則原有暫定配額通知書必須在不遲於2022年1月20日(星期四)下午四時三十分,連同清楚註明所需分拆暫定配額通知書數目及每份分拆暫定配額通知書包含的未繳股款H股配股權數目(兩者合計應相等於本暫定配額通知書表格甲內乙欄所列暫定配發予閣下的H股配股股份數目)的信件交回及送交H股股份過戶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17樓1712至1716號舖),以供註銷,H股股份過戶登記處繼而將註銷原有暫定配額通知書,並按所要求的數額發出新暫定配額通知書,該通知書將於交回原有暫定配額通知書後第二個營業日上午九時正後在H股股份過戶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17樓1712至1716號舖)可供領取。

務請注意,閣下於轉讓可認購相關H股配股股份的權利予承讓人及承讓人於接納有關權利時均須繳付香港印花稅。本行可(全權酌情)將並未按相關指示填妥的暫定配額通知書視作有效,並對自行或由代表送交該通知書的人士具有約束力。

## 轉讓

倘閣下有意轉讓閣下全部未繳股款H股配股權予另一名人士,則閣下應填妥及簽署本暫定配額通知書內的「轉讓及提名表格」(表格乙),並將已填妥及簽署的原有暫定配額通知書轉交閣下的未繳股款H股配股權的承讓人或經手轉讓的人士。承讓人其後必須填妥及簽署本暫定配額通知書內的「登記申請表格」(表格丙),並在不遲於2022年1月28日(星期五)下午四時正(或下文「惡劣天氣的影響」一段所述的有關較後日期)將整份本暫定配額通知書連同須於接納時繳付的全數股款送交H股股份過戶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17樓1712至1716號舖),以進行轉讓。

It should be noted that Hong Kong stamp duty is payable in connection with the transfer of your rights to subscribe for the relevant H Rights Shares to the transferee(s) and the acceptance by the transferee(s) of such rights. The Bank may (at its sole discretion) treat a PAL as valid and binding on the person(s) by whom or on whose behalf it is lodged even if not completed in accordance with the relevant instructions.

The Bank reserves the right to refuse to register any transfer in favour of any person in respect of which the Bank believes such transfer may violate applicable legal or regulatory requirements.

## **EFFECT OF BAD WEATHER**

The latest time for acceptance of and payment for H Rights Shares and application and payment for excess H Rights Shares will not take place at 4:00 p.m. on Friday, 28 January 2022 if there is a tropical cyclone warning signal number 8 or above, or a “black” rainstorm warning, or “extreme conditions” caused by super typhoons: (i) in force in Hong Kong at any local time before 12:00 noon and no longer in force after 12:00 noon on Friday, 28 January 2022. Instead, the latest time for acceptance of and payment for H Rights Shares and application and payment for excess H Rights Shares will be extended to 5:00 p.m. on the same Business Day; or (ii) in force in Hong Kong at any local time between 12:00 noon and 4:00 p.m. on Friday, 28 January 2022. Instead, the latest time for acceptance of and payment for H Rights Shares and application and payment for excess H Rights Shares will be rescheduled to 4:00 p.m. on the following Business Day which does not have either of those warnings in force at any time between 9:00 a.m. and 4:00 p.m. If the latest time for acceptance of and payment for H Rights Shares and application and payment for excess H Rights Shares does not take place on Friday, 28 January 2022, the dates mentioned in this PAL may be affected. The Bank will notify the H Shareholders by way of an announcement of any change to the expected timetable as soon as practicable.

## **TERMINATION OF THE UNDERWRITING AGREEMENT**

It should be noted that the Underwriting Agreement grants the Underwriters the right to terminate the Underwriting Agreement by notice in writing to the Bank at any time prior to the Latest Time for Termination in certain circumstances set out in the Underwriting Agreement. Details of the circumstances in which the Underwriters have the right to terminate the Underwriting Agreement are set out in the paragraph headed “Letter from the Board – Termination of the Underwriting Agreement” in the Prospectus.

If the Underwriters exercise such right and a notice to terminate the Underwriting Agreement is given by the Underwriters prior to the Latest Time for Termination, save in respect of certain rights or obligations under the Underwriting Agreement, the Bank shall not be under any obligation or liability under the Underwriting Agreement and the Underwriters shall be under no obligation or liability to the Bank and the H Share Rights Issue will not proceed.

## **CHEQUES AND CASHIER’S ORDERS**

All cheques and cashier’s orders will be presented for payments immediately following receipt and all interest earned on such monies will be retained for the benefit of the Bank. Any PAL and/or EAF in respect of which the cheque or cashier’s order is dishonoured on first presentation is liable to be rejected. Completion and return of a PAL and/or EAF with a cheque and/or cashier’s order, whether by you or by any nominated transferee will constitute a warranty by the applicant that the cheque or cashier’s order will be honoured on first presentation. Without prejudice to other rights of the Bank in respect thereof, the Bank reserves the right to reject any PAL in respect of which the accompanying cheque or cashier’s order is dishonoured on first presentation, and, in such event, the relevant provisional allotment and all rights and entitlements thereunder will be deemed to have been declined and will be cancelled. You must pay the exact amount payable upon application for the H Rights Shares, any underpaid applications will be rejected. In the event of an overpaid application, a refund cheque will be made out to you only if the overpaid amount is HK\$100 or above. No receipt will be issued in respect of any PAL and/or relevant remittance received. Subject to the fulfilment of the conditions of the H Share Rights Issue, refund cheques in respect of wholly or partially unsuccessful applications for excess H Rights Shares (if any) are expected to be sent by ordinary post at your own risk to your registered addresses, or other persons entitled thereto, on or about Thursday, 10 February 2022.

務請注意，閣下於轉讓可認購相關H股配股股份的權利予承讓人及承讓人於接納有關權利時均須繳付香港印花稅。本行可(全權酌情)將並未按相關指示填妥的暫定配額通知書視作有效，並對自行或由代表送交該通知書的人士具有約束力。

本行保留權利拒絕以任何人士為受益人登記任何轉讓，如本行就此認為有關轉讓可能違反適用法律或監管規定。

### 惡劣天氣的影響

倘在下列時間懸掛8號或以上熱帶氣旋警告信號，或發出「黑色」暴雨警告信號，或超強颱風導致的「極端情況」，則接納H股配股股份以及申請認購額外H股配股股份及付款之截止時間將不會於2022年1月28日(星期五)下午四時正發生：(i)在2022年1月28日(星期五)中午十二時正之前任何本地時間在香港懸掛或發出上述警告信號，但在該日中午十二時正之後取消。接納H股配股股份及支付股款及申請額外H股配股股份及支付股款的截止時間將順延至同一個營業日下午五時正；或(ii)在2022年1月28日(星期五)中午十二時正至下午四時正期間任何本地時間，在香港懸掛或發出上述警告信號。接納H股配股股份及支付股款及申請額外H股配股股份及支付股款的截止時間將改為下一個營業日(在該日上午九時正至下午四時正期間任何時間並無懸掛或發出任何該等警告信號)下午四時正。倘接納H股配股股份以及申請認購額外H股配股股份及付款之截止時間並未於2022年1月28日(星期五)發生，則本暫定配額通知書所述的日期可能受到影響。本行將在切實可行的情況下盡快就預期時間表的任何變動以公告形式知會H股股東。

### 終止承銷協議

敬請注意，承銷協議給予承銷商權利在承銷協議所載的若干情況下，於最後終止時間前任何時間向本行發出書面通知終止承銷協議。承銷商有權終止承銷協議的情況詳情載於供股章程「董事會函件－終止承銷協議」一段。

倘承銷商於最後終止時間前行使有關權利並發出終止承銷協議的通知，除承銷協議項下的若干權利或義務外，本行於承銷協議項下再無任何義務或責任，承銷商對本行亦再無任何義務或責任，而H股配股將不會進行。

### 支票及銀行本票

全部支票及銀行本票將於緊隨收訖後過戶，而有關款項產生之利息則將全部撥歸本行所有。倘暫定配額通知書及／或額外申請表格之支票或銀行本票於首次過戶時未能兌現，則任何有關之暫定配額通知書及／或額外申請表格將遭拒絕受理。填妥暫定配額通知書及／或額外申請表格並連同支票及／或銀行本票一併交回(不論由閣下或任何獲提名承讓人交回)，即表示申請人作出保證，有關支票或銀行本票將於首次過戶時兌現。倘隨附之支票或銀行本票於首次過戶時未能兌現，在不影響本行其他權利的情況下則本行保留拒絕受理任何該等暫定配額之權利。在此情況下，有關暫定配額及據此賦予之一切有關權利及配額將被視作已被放棄而將予註銷。閣下須於申請認購H股配股股份時支付應付金額，支付金額不足的申請將會遭拒絕受理。在多繳申請金額的情況下，只有多繳申請金額等於100港元或以上才會獲得退款支票。概不會就所接獲的任何暫定配額通知書及／或相關股款發出收據。待H股配股之條件達成後，未獲接納或部分獲接納申請額外H股配股股份之人士之退款支票(如有)預期將於2022年2月10日(星期四)或前後以平郵方式按閣下之登記地址寄予閣下或寄予其他有權收取之人士，郵誤風險由閣下自行承擔。

## **H SHARE CERTIFICATES FOR H RIGHTS SHARES AND REFUND CHEQUES FOR THE H SHARE RIGHTS ISSUE**

Subject to the fulfilment of the conditions of the H Share Rights Issue as set out in the paragraph headed “Letter from the Board – Conditions of the H Share Rights Issue” in the Prospectus, share certificates for all fully-paid (including credited as fully paid as the case may be) H Rights Shares are expected to be despatched on or about, Thursday, 10 February 2022 to those Qualified H Shareholders who have accepted and (where applicable) applied for, and paid for, the H Rights Shares by ordinary post to their registered address at their own risk. Refund cheques in respect of wholly or partially unsuccessful applications for excess H Rights Shares (if any) are expected to be despatched on or about Thursday, 10 February 2022 to the registered addresses of applicants by ordinary post at their own risk.

### **EXCESS H RIGHTS SHARES**

The Qualified H Shareholders (other than the PRC Southbound Trading Investors) may apply, by way of excess application, for any H Rights Shares provisionally allotted but not validly accepted by Qualified H Shareholders or otherwise subscribed for by renounees or transferees of Nil-paid H Rights, any H Rights Shares representing any unsold entitlements of the Excluded H Shareholders, and any unsold fractional entitlements to H Rights Shares.

Application for excess H Rights Shares should be made only by Qualified H Shareholders (other than the PRC Southbound Trading Investors). If a Qualified H Shareholder (other than the PRC Southbound Trading Investors) wishes to apply for excess H Rights Shares in addition to his/her/its provisional allotment, he/she/it must complete and sign an EAF (in accordance with the instructions printed thereon) and lodge it with the H Share Registrar, together with a separate cheque or cashier’s order, for the full amount payable on application in respect of the excess H Rights Shares applied for by no later than 4:00 p.m. on Friday, 28 January 2022 (or such later date as mentioned in the paragraph headed “Effect of Bad Weather” above). All remittances must be made in Hong Kong dollars. Cheques must be drawn on an account with, and cashier’s orders must be issued by, a licensed bank in Hong Kong and made payable to “**Bank of China (Hong Kong) Nominees Limited – Bank of Qingdao – EAF**” and crossed “**Account Payee Only**”. Any payments for the excess H Rights Shares should be rounded up to 2 decimal points. No receipt will be given for such remittances. The Bank may at its discretion treat an EAF as valid and binding on the person(s) by himself/herself/itself/themselves or on whose behalf it is lodged even if not completed in accordance with the relevant instructions.

The Directors will allocate the excess H Rights Shares (if any) at their sole and absolute discretion on a fair and equitable basis and no preference will be given to applications for topping up odd-lot holdings to whole-lot holdings. All excess H Rights Shares will be allocated to Qualified H Shareholders (other than the PRC Southbound Trading Investors) who have applied for excess H Rights Shares on a pro rata basis with reference to their number of excess H Rights Shares applied for under each application. If the aggregate number of H Rights Shares not taken up by the Qualified H Shareholders under PALs is greater than the aggregate number of excess H Rights Shares applied for through the EAFs, the Directors will allocate to each Qualified H Shareholder (other than the PRC Southbound Trading Investors) who applies for excess H Rights Shares in full application.

Beneficial H Shareholders whose H Shares are held by a nominee company (including HKSCC Nominees Limited), should note that the Board will regard the nominee company (including HKSCC Nominees Limited) as a single H Shareholder according to the H Shareholders’ Register. Accordingly, the Beneficial H Shareholders should note that the aforesaid arrangement for the allocation of the excess H Rights Shares will not be extended to the Beneficial H Shareholders individually (including those Beneficial H Shareholders holding the H Shares through HKSCC Nominees Limited).

## H股配股股份的H股股票及H股配股的退款支票

待達成供股章程內「董事會函件－H股配股之條件」一段所載的H股配股條件後，預期所有繳足股款H股配股股份（包括入賬列作繳足者，視乎情況而定）的股票將於2022年2月10日（星期四）或前後以平郵方式寄發予已接納及（如適用）已申請H股配股股份並已繳付股款的該等合資格H股股東，郵誤風險概由彼等自行承擔。有關全部或部分不被接納的額外H股配股股份申請的退款支票（如有），預期將於2022年2月10日（星期四）或前後以平郵方式寄發予申請人之登記地址，郵誤風險概由彼等自行承擔。

## 額外H股配股股份

合資格H股股東（中國南向交易投資者除外）可透過額外申請的方式申請任何已暫定配發但未獲合資格H股股東有效接納或未獲未繳股款H股配股權可予放棄人士或承讓人另行認購的H股配股股份、任何屬除外H股股東任何未出售配額的H股配股股份及任何未售出H股配股股份零碎配額。

額外H股配股股份僅應由合資格H股股東（中國南向交易投資者除外）作出申請。倘合資格H股股東（中國南向交易投資者除外）有意申請其暫定配額以外的額外H股配股股份，其必須根據額外申請表格上印列的指示填妥及簽署額外申請表格，並在不遲於2022年1月28日（星期五）下午四時正或上文「惡劣天氣的影響」一段所述的有關較後日期前將額外申請表格連同有關所申請的額外H股配股股份於申請時應付款項的獨立支票或銀行本票送交H股股份過戶登記處。所有股款必須以港元繳付。支票必須以香港持牌銀行的賬戶開出，而銀行本票必須由香港持牌銀行發出，並註明抬頭人為「**Bank of China (Hong Kong) Nominees Limited – Bank of Qingdao – EAF**」及以「**只准入抬頭人賬戶**」劃線方式開出。額外H股配股股份之任何付款應調高至兩個小數位。本行將不另發股款收據。本行可酌情將並未按相關指示填妥的額外申請表格視作有效，並對自行或由代表送交該表格的人士具有約束力。

董事將按公平公正基準唯一及全權酌情分配額外H股配股股份（如有），概不會優先處理碎股持股湊足完整買賣單位持股之申請。所有額外H股配股股份將參照申請認購額外H股配股股份之合資格H股股東（中國南向交易投資者除外）申請的額外H股配股股份數目，按比例分配予申請之合資格H股股東。倘未獲合資格H股股東透過暫定配額通知書接納之H股配股股份總數多於透過額外申請表格申請之額外H股配股股份總數，則董事將向每名申請認購額外H股配股股份之合資格H股股東（中國南向交易投資者除外）悉數分配其申請之額外H股配股股份。

透過代理人公司（包括香港中央結算（代理人）有限公司）持有H股的實益H股股東務請注意，董事會將根據H股股東名冊視代理人公司（包括香港中央結算（代理人）有限公司）為單一H股股東。因此，實益H股股東務須注意，上述分配額外H股配股股份的安排將不會個別適用於實益H股股東（包括透過香港中央結算（代理人）有限公司持有H股的實益H股股東）。



## **FRACTIONAL ENTITLEMENTS**

The entitlements of Qualified H Shareholders will be aggregated and rounded down to the nearest whole number and fractional entitlements to H Rights Shares will not be provisionally allotted to the H Shareholders. The Nil-paid H Rights representing the aggregate of all the fractional entitlements to H Rights Shares (rounded down to the nearest whole number) will be provisionally allotted to a nominee or nominees appointed by the Bank and, if a premium (net of expenses) can reasonably be obtained, will be sold by the nominee or nominees on the Bank's behalf in the market as soon as practicable after the commencement of dealing in the Nil-paid H Rights and the net proceeds of such sale will be retained by the Bank for its own benefit. Any unsold fractions of the H Rights Shares will be made available for excess application by the Qualified H Shareholders.

## **DISTRIBUTION OF THIS PAL AND THE OTHER PROSPECTUS DOCUMENTS**

This PAL shall only be sent to the Qualified H Shareholders only.

Distribution of this PAL and the other Prospectus Documents into jurisdictions other than Hong Kong may be restricted by laws. Persons who come into possession of the Prospectus Documents (including, but not limited to, agents, custodians, nominees and trustees) should inform themselves of and observe any such restriction. Any failure to comply with such restriction may constitute a violation of the securities laws of any such jurisdiction.

The Prospectus Documents will not be registered or filed under any applicable securities or equivalent legislation of any jurisdiction other than (i) Hong Kong and (ii) the PRC, in accordance with the CSRC Announcement.

## **QUALIFIED H SHAREHOLDERS AND EXCLUDED H SHAREHOLDERS**

To qualify for the H Share Rights Issue and to accept the H Rights Shares provisionally allotted under this PAL, an H Shareholder must have been registered as a member of the Bank at the close of business on Thursday, 13 January 2022 and not be an Excluded H Shareholder. Excluded H Shareholders are:

- (i) H Shareholders whose name(s) appear in the H Shareholders' Register at the close of the business on Thursday, 13 January 2022 and whose address(es) as shown in such register is/are in any of the Specified Territories, except for those H Shareholders with addresses in Italy, the PRC, Singapore, Liechtenstein, Denmark and the UK who fulfil the relevant requirements to the satisfaction of the Bank; and
- (ii) any H Shareholders or Beneficial H Shareholders at that time who are otherwise known by the Bank to be resident in any of the Specified Territories, except for those H Shareholders or Beneficial H Shareholders with addresses in Italy, the PRC, Singapore, Liechtenstein, Denmark and the UK who fulfil the relevant requirements to the satisfaction of the Bank.

Beneficial H Shareholders may or may not be eligible to take part in the H Share Rights Issue.

Notwithstanding any other provision in the Prospectus Documents, the Bank reserves the right to permit any H Shareholder or Beneficial H Shareholder to participate in the H Share Rights Issue and take up his/her/its entitlement to the H Rights Shares if the Bank, in its absolute discretion, is satisfied that the offer under the H Share Rights Issue is exempt from or not subject to the legislation or regulations giving rise to the restrictions in questions.

The Bank also reserves the right to refuse to accept any application for H Rights Shares where it believes that doing so would violate the applicable securities or other laws or regulations of any jurisdiction.

## 零碎配額

合資格H股股東之配額將向下調整至最接近之整數。H股配股股份之零碎配額將不會暫定配發予H股股東。代表H股配股的所有零碎配額總數之未繳股款H股配股權(向下調整至最接近之整數)將匯集及暫定配發予本行委任之代名人，倘於扣除開支後可合理獲得收益，則於未繳股款H股配股權開始買賣後，由代名人於切實可行情況下盡快代表本行在市場上出售，而該等出售之所得款項淨額將撥歸本行所有。任何未售出之零碎H股配股股份均可供合資格H股股東額外申請。

## 派發本暫定配額通知書及其他章程文件

本暫定配額通知書僅向合資格H股股東寄發。

派發暫定配額通知書及其他章程文件至香港以外的司法權區可能受法律限制。收到供股章程之任何人士(包括但不限代理人、保管人、代名人及承讓人)須自行了解並且遵守任何該等限制。無法遵守有關限制可能構成違反任何有關司法權區之證券法。

除(i)香港及(ii)中國(根據中國證監會公告)外，章程文件將不會根據任何司法權區的任何適用證券法例或同等法例登記或備案。

## 合資格H股股東及除外H股股東

為符合資格參與H股配股及接納根據本暫定配額通知書所暫定配發的H股配股股份，H股股東於2022年1月13日(星期四)營業時間結束時須已登記為本行的股東，而非除外H股股東。除外H股股東為：

- (i) 於2022年1月13日(星期四)營業時間結束時名列H股股東名冊且於該登記冊內所示地址位於任何指定地區之H股股東(惟地址位於意大利、中國、新加坡、列支敦士登、丹麥及英國且本行信納符合有關規定之H股股東除外)；及
- (ii) 當時據本行另行得悉為任何指定地區居民之任何H股股東或實益H股股東(惟地址位於意大利、中國、新加坡、列支敦士登、丹麥及英國且本行信納符合有關規定之H股股東或實益H股股東除外)。

實益H股股東未必符合資格參與H股配股。

儘管章程文件有任何其他規定，倘本行全權酌情信納根據H股配股提出的要約獲豁免或毋須遵守引致有關限制之法例或法規之情況下，則本行保留允許任何H股股東或實益H股股東參與H股配股及承購其H股配股股份配額的權利。

倘本行相信接納任何H股配股股份申請會違反任何司法權區的適用證券或其他法律或法規，則其亦保留拒絕接納有關申請的權利。

Receipt of this PAL and/or any other Prospectus Documents or the crediting of H Share Rights Shares in nil-paid form to a stock account in CCASS does not and will not constitute an offer in those jurisdictions in which it would be illegal to make an offer and, in those circumstances, this PAL and/or any other Prospectus Documents must be treated as sent for information purposes only and should not be copied or redistributed. Persons (including, but not limited to, agents, custodians, nominees and trustees) who receive a copy of this PAL and/or any other Prospectus Documents should not, in connection with the H Share Rights Issue, distribute or send the same in, into or from, or transfer Nil-paid H Rights to any person in, into or from, any of the Specified Territories. If a PAL and/or any other Prospectus Documents or any credits of Nil-paid H Rights to a stock account in CCASS are received by any person in any Specified Territories, or by his/her/its/their agent, custodian, nominee or trustee, he/she/it must not seek to take up such Nil-paid H Rights or transfer this PAL or transfer such Nil-paid H Rights in CCASS (if applicable) unless such person is able to demonstrate to the satisfaction of the Bank, or the Bank determines that such actions would not violate applicable legal or regulatory requirements. Any person (including, but not limited to, agents, custodians, nominees and trustees) who does forward this PAL or any other Prospectus Documents in, into or from any Specified Territories (whether under a contractual or legal obligation or otherwise) should draw the recipient's attention to the contents of this section.

## **REPRESENTATIONS AND WARRANTIES**

By completing, signing and submitting this PAL, each subscriber of H Rights Shares being offered and sold outside the United States hereby represents and warrants to the Bank and the Underwriters and to any person acting on their behalf, unless in their sole discretion, the Bank and the Underwriters waive such requirement expressly in writing that:

- (i) he/she/it was an H Shareholder at the H Share Rights Issue Record Date, or he/she/it lawfully acquired or may lawfully acquire the Nil-paid H Rights, directly or indirectly, from such a person;
- (ii) he/she/it is not located in any other jurisdiction in which it is unlawful to purchase or take up the Nil-paid H Rights or subscribe for or accept H Rights Shares;
- (iii) he/she/it is not resident or located in, or a citizen of, the United States;
- (iv) he/she/it is not accepting an offer to purchase or take up the Nil-paid H Rights or subscribe for or accept H Rights Shares on a non-discretionary basis for a person who is resident or located in, or a citizen of, the United States at the time the instruction to accept was given;
- (v) he/she/it is not doing so for the account of any person who is located in the United States, unless:
  - (a) the instruction to purchase or take up the Nil-paid H Rights or to subscribe for or accept H Rights Shares was received from a person outside the United States; and
  - (b) the person giving such instruction has confirmed that he/she/it (x) has the authority to give such instruction, and (y) either (A) has investment discretion over such account or (B) is an investment manager or investment company that is acquiring the H Rights Shares in an "offshore transaction" within the meaning of Regulation S under the U.S. Securities Act;

收取本暫定配額通知書及／或任何其他章程文件或將未繳股款H股配股權存入中央結算系統的證券賬戶並不會亦將不會構成在提呈要約即屬違法的該等司法權區提呈要約，而在該等情況下，本暫定配額通知書及／或其他章程文件必須被視為僅供參考而發出，且不應複印或轉發。收取本暫定配額通知書及／或任何其他章程文件的人士（包括但不限於任何代理、託管人、代名人及受託人），不應就H股配股在、向或自任何特定地區分發或寄發有關文件，或將未繳股款H股配股權轉讓予身在、前往或來自任何特定地區的任何人士。倘於任何特定地區的任何人士或其代理、託管人、代名人或受託人收取暫定配額通知書及／或任何其他章程文件或存入中央結算系統的證券賬戶的任何未繳股款H股配股權，則彼／其不得尋求接納該等未繳股款H股配股權或轉讓本暫定配額通知書或轉讓該等在中央結算系統的未繳股款H股配股權（如適用），除非該名人士能向本行證明並令其信納或本行確定該等行動不會違反適用法律或監管規定。在、向或自任何特定地區轉發本暫定配額通知書或任何其他章程文件的任何人士（包括但不限於代理、託管人、代名人及受託人），不論基於合約或法律責任或其他理由，均應提醒收件人注意本節內容。

## 聲明及保證

填妥、簽署及交回本暫定配額通知書，即表示在美國境外提呈發售及出售之H股配股股份之每名認購人據此向本行及承銷商及代彼等行事之任何人士作出以下聲明及保證（除非本行及承銷商全權酌情決定以書面方式明確豁免有關規定）：

- (i) 彼／其於H股配股股權登記日為H股股東，或彼已依法或可依法直接或間接向有關人士收購未繳股款H股配股權；
- (ii) 在彼／其所處之任何其他司法權區購買或承購未繳股款H股配股權或認購或接納H股配股股份不屬違法；
- (iii) 彼／其並非居於或身處美國，亦非美國公民；
- (iv) 彼／其並非按非酌情基準為發出接納指示時居於或身處美國或為美國公民之人士接納購買或承購未繳股款H股配股權或認購或接納H股配股股份之要約；
- (v) 彼／其並非代身處美國之任何人士作出有關舉動，除非：
  - (a) 購買或承購未繳股款H股配股權或認購或接納H股配股股份之指示乃由位於美國境外之人士發出；及
  - (b) 發出該項指示之人士已確認彼(x)有權發出該項指示，及(y)(A)對有關賬戶擁有投資決定權，或(B)為在美國證券法S規例所界定之「離岸交易」中收購H股配股股份之投資經理或投資公司；

- (vi) he/she/it is acquiring the Nil-paid H Rights and/or the H Rights Shares in an “offshore transaction” as defined in Regulation S under the U.S. Securities Act;
- (vii) he/she/it has not been offered the H Rights Shares by means of any “directed selling efforts” as defined in Regulation S under the U.S. Securities Act;
- (viii) he/she/it is not purchasing or taking up the Nil-paid H Rights or subscribing for or accepting H Rights Shares with a view to the offer, sale, allotment, take up, exercise, resale, renouncement, pledge, transfer, delivery or distribution, directly or indirectly, of any such Nil-paid H Rights or H Rights Shares into the United States or any other jurisdiction referred to in paragraph (ii) above; and
- (ix) he/she/it understands that neither the Nil-paid H Rights nor the H Rights Shares have been or will be registered under the U.S. Securities Act or with any securities regulatory authority of any state, territory, or possession of the United States and the Nil-paid H Rights or H Rights Shares are being distributed and offered outside the United States in reliance on Regulation S under the U.S. Securities Act. Consequently, he/she/it understands the Nil-paid H Rights or H Rights Shares may not be offered, sold, pledged or otherwise transferred in or into the United States, except in reliance on an exemption from, or in transactions not subject to, the registration requirements of the U.S. Securities Act.

For the avoidance of doubt, neither HKSCC nor HKSCC Nominees Limited is subject to any of the representations and warranties above.

## **GENERAL**

Lodgement of this PAL with, where relevant, the form of transfer and nomination (Form B) of the PAL purporting to have been signed by the person(s) in whose favour this PAL has been issued, shall be conclusive evidence of the title of the party or parties lodging it to deal with the same and to receive a split PAL and/or the share certificates for the H Rights Shares. Further copies of the Prospectus are available at the H Share Registrar, Computershare Hong Kong Investor Services Limited, at Shops 1712-1716, 17th Floor, Hopewell Centre, 183 Queen’s Road East, Wan Chai, Hong Kong, during normal business hours.

All documents, including cheques for refund, will be sent by ordinary post at the risk of the relevant applicants or other persons entitled thereto their registered address.

This PAL and all acceptances of the offer contained in it shall be governed by and construed in accordance with the laws of Hong Kong. Nil-paid H Rights are expected to be traded in board lots of 500 shares (as the existing H Shares are currently traded on the Hong Kong Stock Exchange in board lots of 500). References in this PAL to time are to Hong Kong time unless otherwise stated.

- (vi) 彼／其在美國證券法S規例所界定之「離岸交易」中收購未繳股款H股配股權及／或H股配股股份；
- (vii) 彼／其並非在美國證券法S規例所界定之任何「定向銷售活動」獲提呈發售H股配股股份；
- (viii) 彼／其購買或承購未繳股款H股配股權或認購或接納H股配股股份之目的並非為直接或間接向美國境內或上文第(ii)段所述之任何其他司法權區發售、出售、配發、承購、行使、轉售、宣佈放棄、質押、轉讓、分發或派發有關未繳股款H股配股權或H股配股股份；及
- (ix) 彼／其知悉未繳股款H股配股權或H股配股股份並無亦將不會根據美國證券法登記，亦不會在美國任何州、屬地或領地之任何證券監管當局登記，而未繳股款H股配股權或H股配股股份乃依據美國證券法S規例在美國境外發售及出售。因此，彼知悉未繳股款H股配股權或H股配股股份不可在或向美國發售、出售、質押或以其他方式轉讓，惟依據美國證券法登記規定之豁免或在毋須遵守美國證券法登記規定之交易除外。

為免生疑問，香港結算及香港中央結算(代理人)有限公司概不會受上述任何聲明及保證所規限。

## 一般事項

本暫定配額通知書連同(如相關)由獲發本暫定配額通知書的人士所簽署的轉讓及提名表格一經交回，即為交回的一名或多名人士有權處理暫定配額通知書及收取分拆的暫定配額通知書及／或H股配股股份股票的最終憑證。如需額外的供股章程副本，可於一般辦公時間內向H股股份過戶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17樓1712至1716號舖)索取。

所有文件(包括退款支票)將按登記地址以平郵方式寄予相關申請人或其他應得的人士，郵誤風險概由彼等自行承擔。

本暫定配額通知書及接納其中所載的所有要約均須受香港法例管轄及按香港法例詮釋。預期未繳股款H股配股權將以500股的每手買賣單位進行買賣(現有H股股份目前以500股之每手買賣單位在香港聯交所進行買賣)。除另有說明者外，本暫定配額通知書內所提及的時間均為香港時間。

By completing, signing and submitting this PAL, you agree to disclose to the Bank and/or its H Share Registrar and their respective advisers and agents personal data and any information which they require about you or the person(s) for whose benefit you have made the acceptance of the provisional allotment of H Rights Shares. The Personal Data (Privacy) Ordinance (Chapter 486 of the Laws of Hong Kong) provides the holders of securities with rights to ascertain whether the Bank or its H Share Registrar hold their personal data, to obtain a copy of that data, and to correct any data that is inaccurate. In accordance with the Personal Data (Privacy) Ordinance (Chapter 486 of the Laws of Hong Kong), The Bank and its H share Registrar have the right to charge a reasonable fee for the processing of any data access request. All requests for access to data or correction of data or for information regarding policies and practices and the kinds of data held should be addressed to the Bank, at its registered office in Hong Kong at 31st Floor, Tower Two, Times Square, 1 Matheson Street, Causeway Bay, Hong Kong or as notified from time to time in accordance with applicable law, for the attention of the Company Secretary or (as the case may be) the H Share Registrar at 17M Floor, Hopewell Centre, 183 Queen's Road East, Wan Chai, Hong Kong, for the attention of Personal Data Privacy Officer.

By order of the Board  
**BANK OF QINGDAO CO., LTD.**  
**GUO SHAOQUAN**  
*Chairman*

填妥、簽署及交回本暫定配額通知書，即閣下同意向本行及／或其H股股份過戶登記處及彼等各自的顧問及代理披露個人資料及彼等所需而有關於閣下或閣下為其利益而接納暫定配發的H股配股股份的人士的任何資料。香港法例第486章《個人資料(私隱)條例》給予證券持有人權利可確定本行或其H股股份過戶登記處是否持有其個人資料、索取有關資料的副本，以及更正任何不準確的資料。根據香港法例第486章《個人資料(私隱)條例》，本行及其H股股份過戶登記處有權就處理任何查閱資料的要求收取合理費用。有關查閱資料或更正資料或有關政策及慣例以及持有資料種類的資料的所有要求，應寄往本行的香港註冊辦事處地址(地址為香港銅鑼灣勿地臣街1號時代廣場二座31樓)或根據適用法律不時通知的地點，並註明收件人為公司秘書或(視乎情況而定)H股股份過戶登記處(地址為香港灣仔皇后大道東183號合和中心17M樓)，並以個人資料私隱主任為收件人。

承董事會命  
青島銀行股份有限公司  
郭少泉  
董事長

2022年1月14日