

# 中國人民財產保險股份有限公司(「本公司」)(股份代號：2328)

## 供股指引 如何處理 閣下之暫定配額通知書及額外申請表格

選項1： <b>接納所有未繳股款H股供股權</b>	<b>限期：</b> 2014年12月2日下午4時正
<p>1. 除經本公司同意，根據 閣下的暫定配額通知書第一頁表格甲上丙欄所示款項的全額，開出支票或取得以港元為單位的銀行本票，註明抬頭人為「<b>工銀亞洲代理人有限公司 — 中國財險 — 暫定配額供股</b>」，並須以「<b>只准入抬頭人賬戶</b>」劃線方式開出。支票必須由香港持牌銀行的銀行戶口開出，而銀行本票亦必須由香港持牌銀行發出。</p> <p>2. 請於暫定配額通知書上寫上開出 閣下之支票或銀行本票的銀行名稱、支票或銀行本票號碼以及 閣下之聯絡電話號碼。</p> <p>3. 在 閣下的支票或銀行本票背頁寫上 閣下的姓名及識別號(見 閣下的暫定配額通知書第1頁表格甲中間部份)，然後夾附於 閣下之暫定配額通知書。</p> <p>4. 將已填妥的暫定配額通知書及相關支票或銀行本票於2014年12月2日下午4時正前遞交到任何指定之中國工商銀行(亞洲)有限公司之分行。</p> <p><i>請注意：所有支票及銀行本票將於收訖後過戶。倘隨附於暫定配額通知書之支票或銀行本票在首次過戶時未能兌現，其申請可遭拒絕受理。</i></p>	

選項2： <b>出售所有未繳股款H股供股權(於市場上)</b>	<b>限期：</b> 2014年11月27日下午4時正
<p>閣下如欲在市場上出售 閣下所有未繳股款H股供股權，請盡早將 閣下的暫定配額通知書交予 閣下的經紀。 閣下須於表格乙上簽署(所有聯名股東均須簽署)。</p> <p>閣下應於未繳股款H股供股權買賣結束前(即2014年11月27日下午4時正)預留充足時間將暫定配額通知書交予 閣下的經紀，以便該經紀出售 閣下所有未繳股款H股供股權。該經紀將就此項服務收取與 閣下協定的費用。</p>	

選項3： <b>轉讓所有未繳股款H股供股權</b>	<b>限期：</b> 2014年12月2日下午4時正
<p>透過填妥及簽署轉讓表格(見 閣下的暫定配額通知書第2頁表格乙)，轉讓 閣下所有未繳股款H股供股權(向指定人士而非透過經紀)。</p> <p>倘承讓人欲接納未繳股款H股供股權，彼須根據上文選項1之步驟，於2014年12月2日下午4時正前遞交暫定配額通知書及其款項(支票必須由香港持牌銀行的銀行戶口開出，或銀行本票必須由香港持牌銀行發出)。</p> <p>務請注意， 閣下轉讓未繳股款H股供股權予承讓人時及承讓人於接納有關權利時均須繳納香港印花稅。</p>	

選項4： <b>接納／出售／轉讓部份未繳股款H股供股權</b>	<b>限期：</b> 分拆：2014年11月24日下午4時30分 出售：2014年11月27日下午4時正 轉讓／接納：2014年12月2日下午4時正
<p>1. 閣下須親自將暫定配額通知書送交香港中央證券登記有限公司(「<b>中央證券</b>」)予以註銷，連同一份信件，清楚註明所需分拆暫定配額通知書的數目及各分拆暫定配額通知書所載的未繳股款H股供股權數目(合共應相等於 閣下原有的暫定配額通知書第1頁表格甲內乙欄所示暫定配發予 閣下的未繳股款H股供股權數目)以分拆 閣下的未繳股款H股供股權。新分拆的暫定配額通知書可於中央證券取回，其地址為香港灣仔皇后大道東183號合和中心17樓1712-1716號舖。 閣下其後便可根據選項1、2、3及4處理各份分拆暫定配額通知書所載的未繳股款H股供股權。分拆的最後期限為2014年11月24日下午4時30分。</p> <p>2. 閣下可接納，出售或轉讓 閣下的部份未繳股款H股供股權。 閣下將首先需要分拆 閣下的暫定配額通知書(見以上第1段)。 閣下隨後應就 閣下欲(i)接納的部分未繳股款H股供股權採取上文選項1所概述之步驟或(ii)出售的部分未繳股款H股供股權採取上文選項2所概述之步驟或(iii)轉讓的部分未繳股款H股供股權採取上文選項3所概述之步驟。 閣下應注意，於分拆後並未獲 閣下接納或並未獲 閣下出售或轉讓予任何其他人士的任何 閣下的未繳股款H股供股權，將於2014年12月2日下午4時正後失效。</p>	

選項5： <b>透過額外申請以接納更多未繳股款H股供股權</b>	<b>限期：</b> 2014年12月2日下午4時正																								
<p>1. 據 閣下欲申請之額外H股供股股份數目及應付股款總額，開出支票或取得以港元為單位的銀行本票，註明抬頭人為「<b>工銀亞洲代理人有限公司 — 中國財險 — 額外供股</b>」，並須以「<b>只准入抬頭人賬戶</b>」劃線方式開出。除經本公司另行同意，支票必須由香港持牌銀行的銀行戶口開出，而銀行本票亦必須由香港持牌銀行發出。</p> <p>2. 請於下列在額外申請表格上適當之方格內填寫 閣下欲申請之額外H股供股權數目及應付股款總額。以下例子謹供參考。 <i>Write down the number of excess H Rights Shares you want to apply for and the total amount payable in the following appropriate boxes in ink (preferably in black) and mark "X" in the corresponding boxes underneath. 請在以下適當空格內用墨水筆(以黑色為佳)填寫 閣下擬申請之額外H股供股股份數目及應付股款總額，並在其下相應空格內加上「X」。</i></p> <table border="1"> <thead> <tr> <th>Number of excess H Rights Shares applied for 所申請之額外H股供股股份數目</th> <th>Total Amount Payable (HK\$) 應付股款總額(港元)</th> </tr> </thead> <tbody> <tr> <td>□, □□□, □12, 345</td> <td>□, □□□, □92, 093.70</td> </tr> <tr> <td>0: □0, □0□0□0, □0□0□0, □0□0□0</td> <td>0: □0, □0□0□0, □0□0□0, <b>X</b>□0□0, □0<b>X</b></td> </tr> <tr> <td>1: □1, □1□1□1, □1<b>X</b>□1, □1□1□1</td> <td>1: □1, □1□1□1, □1□1□1, □1□1□1, □1□1</td> </tr> <tr> <td>2: □2, □2□2□2, □2□2<b>X</b>, □2□2□2</td> <td>2: □2, □2□2□2, □2□2<b>X</b>, □2□2□2, □2□2</td> </tr> <tr> <td>3: □3, □3□3□3, □3□3□3, <b>X</b>□3□3</td> <td>3: □3, □3□3□3, □3□3□3, □3□3<b>X</b>, □3□3</td> </tr> <tr> <td>4: □4, □4□4□4, □4□4□4, □4<b>X</b>□4</td> <td>4: □4, □4□4□4, □4□4□4, □4□4□4, □4□4</td> </tr> <tr> <td>5: □5, □5□5□5, □5□5□5, □5□5<b>X</b></td> <td>5: □5, □5□5□5, □5□5□5, □5□5□5, □5□5</td> </tr> <tr> <td>6: □6, □6□6□6, □6□6□6, □6□6□6</td> <td>6: □6, □6□6□6, □6□6□6, □6□6□6, □6□6</td> </tr> <tr> <td>7: □7, □7□7□7, □7□7□7, □7□7□7</td> <td>7: □7, □7□7□7, □7□7□7, □7□7□7, <b>X</b>□7</td> </tr> <tr> <td>8: □8, □8□8□8, □8□8□8, □8□8□8</td> <td>8: □8, □8□8□8, □8□8□8, □8□8□8, □8□8</td> </tr> <tr> <td>9: □9, □9□9□9, □9□9□9, □9□9□9</td> <td>9: □9, □9□9□9, □9<b>X</b>□9, □9<b>X</b>□9, □9□9</td> </tr> </tbody> </table> <p>3. 請於額外申請表格上寫上 閣下之支票或銀行本票的銀行名稱、支票或銀行本票號碼以及 閣下之聯絡電話號碼。 <b>閣下須在額外申請表格上簽署</b>(所有聯名股東均須簽署)。</p> <p>4. 在 閣下的支票或銀行本票背頁寫上 閣下的姓名及識別號(號碼見 閣下的額外申請表格之右上方)，然後夾附於 閣下之額外申請表格。</p> <p>5. 將已填妥的額外申請表格及相關支票或銀行本票於2014年12月2日下午4時正前遞交到任何指定之中國工商銀行(亞洲)有限公司分行。</p> <p><i>請注意：所有支票及銀行本票將於收訖後即時過戶。倘隨附於額外申請表格之支票或銀行本票在首次過戶時未能兌現，申請可遭拒絕受理。</i></p>		Number of excess H Rights Shares applied for 所申請之額外H股供股股份數目	Total Amount Payable (HK\$) 應付股款總額(港元)	□, □□□, □12, 345	□, □□□, □92, 093.70	0: □0, □0□0□0, □0□0□0, □0□0□0	0: □0, □0□0□0, □0□0□0, <b>X</b> □0□0, □0 <b>X</b>	1: □1, □1□1□1, □1 <b>X</b> □1, □1□1□1	1: □1, □1□1□1, □1□1□1, □1□1□1, □1□1	2: □2, □2□2□2, □2□2 <b>X</b> , □2□2□2	2: □2, □2□2□2, □2□2 <b>X</b> , □2□2□2, □2□2	3: □3, □3□3□3, □3□3□3, <b>X</b> □3□3	3: □3, □3□3□3, □3□3□3, □3□3 <b>X</b> , □3□3	4: □4, □4□4□4, □4□4□4, □4 <b>X</b> □4	4: □4, □4□4□4, □4□4□4, □4□4□4, □4□4	5: □5, □5□5□5, □5□5□5, □5□5 <b>X</b>	5: □5, □5□5□5, □5□5□5, □5□5□5, □5□5	6: □6, □6□6□6, □6□6□6, □6□6□6	6: □6, □6□6□6, □6□6□6, □6□6□6, □6□6	7: □7, □7□7□7, □7□7□7, □7□7□7	7: □7, □7□7□7, □7□7□7, □7□7□7, <b>X</b> □7	8: □8, □8□8□8, □8□8□8, □8□8□8	8: □8, □8□8□8, □8□8□8, □8□8□8, □8□8	9: □9, □9□9□9, □9□9□9, □9□9□9	9: □9, □9□9□9, □9 <b>X</b> □9, □9 <b>X</b> □9, □9□9
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選項6： <b>不作任何行動(讓未繳股款H股供股權失效)</b>
<p>如 閣下不希望接納或出售 閣下任何未繳股款H股供股權，則毋須交回 閣下的暫定配額通知書及額外申請表格。 閣下的未繳股款H股供股權將於2014年12月2日下午4時正後失效。 閣下之暫定配額及所有未繳股款H股供股權及其配額將被視作放棄並註銷，而此等未繳股款H股供股權將可供其他合資格H股股東透過額外申請表格申請。</p>

### 重要資訊

#### 重要日期

2014年11月20日	進行未繳股款H股供股權買賣之首日
2014年11月24日(下午4時30分)	分拆未繳股款H股供股權之最後時限
2014年11月27日(下午4時正)	進行未繳股款H股供股權買賣之最後時限
2014年12月2日(下午4時正)	接納H股供股股份及付款以及申請認購額外H股供股股份之最後期限
2014年12月8日	刊登H股供股結果之公告
2014年12月9日	寄發股票及退款支票，如適用
2014年12月10日(上午9時正)	買賣H股供股股份之首日

#### 中國工商銀行(亞洲)有限公司之指定分行

地區 香港	分行名稱	地址
	中環分行 灣仔道分行 北角分行	皇后大道中9號1字樓 灣仔道133號卓凌中心地下 北角英皇道436-438號地下
<b>九龍</b>	旺角分行 尖沙咀東分行 牛頭角分行	旺角彌敦道721-725號華比銀行大廈地下 尖沙咀漆咸道南39號鐵路大廈地下B舖 牛頭角道77號淘大商場第二期地下211-214號舖
<b>新界</b>	葵芳分行 上水分行	葵芳葵涌廣場二樓C63A-C66號舖 上水石湖墟新豐路33號新豐大廈地下2號舖

除文義另有所指外，於H股供股章程中所界定之詞彙與本文件採用者具相同涵義。

有關H股供股的進一步詳情載列於H股供股章程，閣下可瀏覽本公司網站：[www.piccn.com.cn](http://www.piccn.com.cn)或香港聯交所網站：[www.hkexnews.hk](http://www.hkexnews.hk)。

如 閣下對H股供股有任何問題，可致電H股股東熱線，電話(852) 2862 8647。

# PICC Property and Casualty Company Limited (the “Company”) (Stock Code: 2328)

## Rights Issue Guide

### What to do with your PAL and EAF

**Option 1:**  
**Take up all your Nil Paid H Rights**

**DEADLINE:**  
4:00 p.m. on 2 December 2014

- Unless otherwise agreed by the Company, make out a crossed cheque or obtain a cashier's order in Hong Kong dollars payable to **“ICBC (Asia) Nominee Limited — PICC — PAL”** and crossed **“Account Payee Only”** for the full amount indicated in Box C of Form A on page 1 of your PAL. Cheques must be drawn on a bank account with, or cashier's orders must be issued by, a licensed bank in Hong Kong.
- On the PAL, write down the name of the bank on which your cheque or cashier's order is drawn, the cheque or cashier's order number, and your contact telephone number.
- Write your name and identifier (the number indicated in the middle of Form A on page 1 of your PAL) on the back of your cheque or cashier's order and staple the cheque or cashier's order to your PAL.
- Submit the duly completed PAL and the relevant cheque or cashier's order to any designated branch of Industrial and Commercial Bank of China (Asia) Limited before 4:00 p.m. on 2 December 2014.

*Please note that all cheques and cashier's orders will be presented for payment following receipt. If any cheque or cashier's order accompanying the PAL is dishonoured on first presentation, the application is liable to be rejected.*

**Option 2:**  
**Sell all your Nil Paid H Rights in the market**

**DEADLINE:**  
4:00 p.m. on 27 November 2014

Take your PAL to your broker as soon as possible if you wish to sell all your Nil Paid H Rights in the market. You should sign on Form B (all joint shareholders must sign). You should take your PAL to your broker in sufficient time for your broker to sell all your Nil Paid H Rights before dealing in Nil Paid H Rights ends at 4:00 p.m. on 27 November 2014. Your broker may charge a fee for this service as agreed with you.

**Option 3:**  
**Transfer all your Nil Paid H Rights**

**DEADLINE:**  
4:00 p.m. on 2 December 2014

Transfer all your Nil Paid H Rights (to a specific person rather than through a broker) by completing and signing on the Form of Transfer (Form B on page 2 of your PAL).

If the transferee wishes to take up the Nil Paid H Rights, he/she may lodge the PAL along with the remittance (a cheque drawn on a bank account with, or cashier's order issued by, a licensed bank in Hong Kong) in accordance with Option 1 above before 4:00 p.m. on 2 December 2014.

It should be noted that Hong Kong stamp duty is payable in connection with the transfer of your Nil Paid H Rights to the transferee(s) and the acceptance by the transferee(s) of such rights.

**Option 4:**  
**Take up/Sell/Transfer some of your Nil Paid H Rights**

**DEADLINE:**  
Splitting: 4:30 p.m. on 24 November 2014  
Selling: 4:00 p.m. on 27 November 2014  
Transfer/Take up: 4:00 p.m. on 2 December 2014

- Split your Nil Paid H Rights by delivering your PAL in person to Computershare Hong Kong Investor Services Limited (**“Computershare”**) for cancellation, together with a cover 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 Nil Paid H Rights provisionally allotted to you as stated in Box B of Form A on page 1 of your original PAL). Your newly split PALs will be available for collection from Computershare at Shops 1712–1716, 17th Floor, Hopewell Centre, 183 Queen's Road East, Wan Chai, Hong Kong. You may then deal with your Nil Paid H Rights set out in each split PAL in accordance with Options 1, 2, 3 and 4. The deadline for splitting is 4:30 p.m. on 24 November 2014.
- You may take up, sell or transfer some of your Nil Paid H Rights. You will first need to split your PAL (see paragraph 1 above). You should then (i) follow the steps outlined in Option 1 above in respect of those Nil Paid H Rights that you wish to take up or (ii) follow the steps outlined in Option 2 above in respect of those Nil Paid H Rights that you wish to sell or (iii) follow the steps outlined in Option 3 above in respect of those Nil Paid H Rights that you wish to transfer. You should note that any of your Nil Paid H Rights that are not taken up by you after splitting or that are not sold or transferred by you to any other person will lapse after 4:00 p.m. on 2 December 2014.

**Option 5:**  
**Take up more Nil Paid H Rights through excess application**

**DEADLINE:**  
4:00 p.m. on 2 December 2014

- Make out a crossed cheque or obtain a cashier's order in Hong Kong dollars payable to **“ICBC (Asia) Nominee Limited — PICC — EAF”** and crossed **“Account Payee Only”** for the number of excess H Rights Shares that you want to apply for. Unless otherwise agreed by the Company, cheques must be drawn on a bank account with, or cashier's order must be issued by, a licensed bank in Hong Kong.
- Write down the number of excess H Rights you wish to apply for and the total amount payable in the appropriate boxes on the lower portion of the EAF. **The example below is for illustration purpose only.**

Write down the number of excess H Rights Shares you want to apply for and the total amount payable in the following appropriate boxes in ink (preferably in black) and mark “X” in the corresponding boxes underneath.  
請在以下適當空格內用墨水筆（以黑色為佳）填寫 閣下擬申請之額外 H 股股份數目及應付股款總額，並在其下相應空格內加上「X」。

Number of excess H Rights Shares applied for 所申請之額外 H 股股份數目				Total Amount Payable (HK\$) 應付股款總額(港元)			
		1	2		9	2	0
		3	4		0	9	3
		5			7	0	
0	0	0	0	0	0	0	0
1	1	1	1	1	1	1	1
2	2	2	2	2	2	2	2
3	3	3	3	3	3	3	3
4	4	4	4	4	4	4	4
5	5	5	5	5	5	5	5
6	6	6	6	6	6	6	6
7	7	7	7	7	7	7	7
8	8	8	8	8	8	8	8
9	9	9	9	9	9	9	9

- On the EAF, write down the name of the bank on which your cheque or cashier's order is drawn, the cheque or cashier's order number, and your contact telephone number. **You should sign on the EAF** (all joint shareholders must sign).
- Write your name and Identifier (the number indicated on the top right hand corner of your EAF) on the back of your cheque or banker's cashier's order and staple the cheque or cashier's order to your EAF.
- Submit the duly completed EAF and the relevant cheque or cashier's order to any designated branch of Industrial and Commercial Bank of China (Asia) Limited before 4:00 p.m. on 2 December 2014.

*Please note that all cheques and cashier's order will be presented for payment immediately following receipt. If any cheque or cashier's order accompanying the EAF is dishonoured on first presentation, the application is liable to be rejected.*

**Option 6:**  
**Do nothing (let your Nil Paid H Rights lapse)**

If you do not wish to take up or sell any of your Nil Paid H Rights then you do not need to return your PAL and EAF. Your Nil Paid H Rights will lapse after 4:00 p.m. on 2 December 2014. Your provisional allotment and all Nil Paid H Rights and entitlements hereunder will be deemed to have been declined and will be cancelled and such Nil Paid H Rights will be available for application through EAF by other Qualified H Shareholders.

### IMPORTANT INFORMATION

#### Key Dates

20 November 2014	First day of dealings in Nil Paid H Rights
24 November 2014 (4:30 p.m.)	Latest time for splitting Nil Paid H Rights
27 November 2014 (4:00 p.m.)	Latest time of dealings in Nil Paid H Rights
2 December 2014 (4:00 p.m.)	Latest time for acceptance of, and payment for, H Rights Shares and application for excess H Rights Shares
8 December 2014	Announcement of results of the H Share Rights Issue
9 December 2014	Despatch of share certificates and refund cheque, where applicable
10 December 2014 (9:00 a.m.)	First day of dealings in H Rights Shares

#### Designated branches of Industrial and Commercial Bank of China (Asia) Limited

District	Branch Name	Address
Hong Kong	Central Branch	1/F, 9 Queen's Road Central
	Wan Chai Road Branch	G/F Times Media Centre, No.133 Wan Chai Road
	North Point Branch	G/F, 436–438 King's Road, North Point
Kowloon	Mongkok Branch	G/F., Belgian Bank Building, 721–725 Nathan Road, Mongkok
	Tsimshatsui East Branch	Shop B, G/F, Railway Plaza, 39 Chatham Road South, Tsimshatsui
	Ngau Tau Kok Branch	Shop Nos. G211–214, G/F, Phase II, Amoy Plaza, 77 Ngau Tau Kok Road
New Territories	Kwai Fong Branch	C63A–C66, 2/F, Kwai Chung Plaza, Kwai Fong
	Sheung Shui Branch	Shop 2, G/F, San Fung Building, No.33 San Fung Avenue, Shek Wu Hui, Sheung Shui

Terms defined in the H Share Rights Issue Prospectus shall bear the same meanings when used herein unless the context otherwise requires. Please note that further details regarding the H Share Rights Issue which are contained in the H Share Rights Issue Prospectus is available on the Company's website: [www.piccnet.com.cn](http://www.piccnet.com.cn) or on the website of the HK Stock Exchange [www.hkexnews.hk](http://www.hkexnews.hk). If you have questions in relation to the H Share Rights Issue, please call the H Shareholder hotline on (852) 2862 8647.