



Dongguan Rural Commercial Bank Co., Ltd.*

東莞農村商業銀行股份有限公司*

(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)

(Stock code: 9889)

(股份代號: 9889)

NOTIFICATION LETTER 通知信函

20 April 2022

Dear H Shareholder(s),

Dongguan Rural Commercial Bank Co., Ltd.* (the "Bank")

– Notice of Publication of 2021 Annual Report, Circular, Notice and Proxy Form for the 2021 Annual General Meeting

The English and Chinese versions of the Bank's Notice and Proxy Form for the 2021 Annual General Meeting (the "Current Corporate Communications") are available on the Bank's website at www.drcbank.com and the HKEXnews's website at www.hkexnews.hk and, where applicable, the chosen form of printed Current Corporate Communication(s) are enclosed. You may access the Current Corporate Communications from "Investor Relations" section on the Bank's website or the HKEXnews's website and view them with Adobe® Reader®.

If you would like to receive a printed version of the Current Corporate Communications in English language version only, or in Chinese language version only or in both English and Chinese language versions, or if you would like to change your choice of language(s) and/or means of receipt of the Bank's future Corporate Communications[#], please complete the relevant section of the Change Request Form on the reverse side of this letter and return it to the Bank c/o Computershare Hong Kong Investor Services Limited (the "H Share Registrar") by using the mailing label at the bottom of the Change Request Form (no need to affix a stamp if posted in Hong Kong; otherwise, please affix an appropriate stamp). The address of the H Share Registrar is 17M Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong. You may also send the duly completed Change Request Form to drcbank.ecom@computershare.com.hk by e-mail. The Change Request Form may also be downloaded from the Bank's website at www.drcbank.com or the HKEXnews's website at www.hkexnews.hk.

If you have chosen (or deemed to have chosen) to access all future Corporate Communications on the Bank's website and for any reason have difficulty in obtaining access to the Corporate Communications on the Bank's website, the Bank will promptly upon your request send the relevant Corporate Communications to you in printed form free of charge.

Should you have any queries relating to any of the above matters, please contact the H Share Registrar's 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 drcbank.ecom@computershare.com.hk.

**Board of Directors
Dongguan Rural Commercial Bank Co., Ltd.***

[#] Corporate Communications includes but not limited to: (a) annual reports and its summary financial reports (where applicable) (and all reports and accounts contained therein); (b) interim reports and its summary interim reports (where applicable) (and all reports and accounts contained therein); (c) notices of meetings; (d) listing documents; (e) circulars; and (f) proxy forms.

* Dongguan Rural Commercial Bank 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.

各位 H 股股東：

東莞農村商業銀行股份有限公司* (「本行」)

- 2021 年度報告、2021 年度股東大會通函、通知及代表委任表格之發佈通知

本行的 2021 年度報告、2021 年度股東大會通函、通知及代表委任表格 (「本次公司通訊」) 的中、英文版本已上載於本行網站 (www.drcbank.com) 及香港交易所披露易網站 (www.hkexnews.hk)，及如適用，按安排附上本次公司通訊的印刷本。請在本行網站「投資者關係」欄目或香港交易所披露易網站使用 Adobe® Reader® 開啟瀏覽有關文件。

如閣下欲收取本次公司通訊之英文印刷本或中文印刷本，或同時收取英文及中文印刷本，或欲更改收取本行日後公司通訊[#]之語言版本及／或收取方式之選擇，請填妥在本函背面的變更申請表相應部分，並使用隨附之郵寄標籤經香港中央證券登記有限公司 (「H 股證券登記處」) 寄回本行 (如在香港投寄，毋須貼上郵票；否則，請貼上適當的郵票)。H 股證券登記處地址為香港灣仔皇后大道東 183 號合和中心 17M 樓。閣下亦可把已填妥之變更申請表電郵至 drcbank.ecom@computershare.com.hk。變更申請表亦可於本行網站 (www.drcbank.com) 或香港交易所披露易網站 (www.hkexnews.hk) 內下載。

如閣下已選擇 (或被視為已選擇) 以電子方式瀏覽所有日後上載於本行網站之公司通訊，惟因任何原因查閱公司通訊上出現困難，只要閣下提出要求，本行將儘快寄上所要求的本次公司通訊的印刷本，費用全免。

閣下如對本函內容有任何疑問，請致電 H 股證券登記處之電話熱線 (852) 2862 8688，辦公時間為星期一至五 (公眾假期除外) 上午 9 時正至下午 6 時正或電郵至 drcbank.ecom@computershare.com.hk。

**東莞農村商業銀行股份有限公司*
董事會**

二零二二年四月二十日

[#] 公司通訊文件包括但不限於：(a) 年度報告及其財務摘要報告 (如適用) (及其中包含的所有報告及賬目)；(b) 中期報告及其中期摘要報告 (如適用) (及其中包含的所有報告及賬目)；(c) 會議通告；(d) 上市文件；(e) 通函及 (f) 代表委任表格。

* 東莞農村商業銀行股份有限公司並非香港法例第 155 章《銀行業條例》所界定的認可機構，不受香港金融管理局的監督，亦未獲授權在香港經營銀行及／或接受存款業務。

