



中國石油化工有限公司  
CHINA PETROLEUM & CHEMICAL CORPORATION

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

(Stock Code: 00386)

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## NOTIFICATION LETTER

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26 March 2018

Dear Shareholder,

**China Petroleum & Chemical Corporation (the "Company")**  
**– Notice of Publication of Annual Report, Circular, Proxy Form and Reply Slip of Annual General Meeting ("Current Corporate Communications")**

The English and Chinese versions of the Company's Current Corporate Communications are available on the Company's website at <http://www.sinopec.com> and the HKEXnews' website at [www.hkexnews.hk](http://www.hkexnews.hk), or the arranged printed form(s) of Current Corporate Communications is enclosed (if applicable). You may access the Current Corporate Communications on the home page of our website or browsing through the HKEXnews' website and viewing them require Adobe® Reader®.

Shareholders may at any time choose to receive free of charge Corporate Communications<sup>(Note)</sup> either in printed form, or read the website version; and either in English language version only, Chinese language version only or both language versions, notwithstanding any wish to the contrary they have previously conveyed to the Company. If you want to receive another printed version of the Current Corporate Communications, or you would like to change your choice of language or means of receipt of the Company's Corporate Communications in future. Please complete the Request Form in reverse side and send it to the Company c/o Hong Kong Registrars Limited (the "Hong Kong Share Registrar"), using the mailing label and need not to affix a stamp when returning (if posted in Hong Kong). Otherwise, please affix an appropriate stamp. The address of Hong Kong Share Registrar is 17M Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong. You may also send email with a scanned copy of this Form to [sinopec.ecom@computershare.com.hk](mailto:sinopec.ecom@computershare.com.hk). The Request Form may also be downloaded from the Company's website at <http://www.sinopec.com> or the HKEXnews' website at [www.hkexnews.hk](http://www.hkexnews.hk).

Even if you have chosen (or are deemed to have consented) to receive all future Corporate Communications via Website version but for any reason you have difficulty in receiving or gaining access to the Current Corporate Communications, the Company will promptly upon your request send the Current Corporate Communications to you in printed form free of charge.

Should you have any queries in relation to this letter, please call the Company's telephone hotline at (852) 2862 8688 during business hours from 9:00 a.m. to 6:00 p.m. from Monday to Friday, excluding public holidays.

Yours faithfully,  
For and on behalf of  
**China Petroleum & Chemical Corporation**  
**Huang Wensheng**  
Vice President and Secretary to the Board of Directors

*Note: Corporate Communications includes but not limited to (a) the directors' report, its annual accounts together with a copy of the auditors' report and, where applicable, its summary financial report; (b) the interim report and, where applicable, summary interim report; (c) a notice of meeting; (d) a listing document; (e) a circular; and (f) a proxy form.*

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[www.hkexnews.hk](http://www.hkexnews.hk)

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**Request Form**

**To: China Petroleum & Chemical Corporation ("Company")** : **00386**  
**(Stock Code: 00386)**  
 c/o Hong Kong Registrars Limited  
 17M Floor, Hopewell Centre, 183 Queen's Road East, 183  
 Wan Chai, Hong Kong 17M

I/We have already received a printed copy of the Current Corporate Communications in Chinese / English or have chosen (or are deemed to have consented) to read the Current Corporate Communications posted on the Company's website, I/We would like to receive another printed version of the Current Corporate Communications of the Company as indicated below:

(Please mark **ONLY ONE**  of the following boxes)

(  )

I/We would like to receive a printed copy in English now.

I/We would like to receive a printed copy in Chinese now.

I/We would like to receive both the printed English and Chinese copies now.

**Name(s) of Shareholder(s)<sup>#</sup>**

**Signature**

(Please use ENGLISH BLOCK LETTERS )

**Address<sup>#</sup>**

(Please use ENGLISH BLOCK LETTERS )

**Contact telephone number**

**Date**

<sup>#</sup> You are required to fill in the details if you download this request form from the Company's Website.

**Notes 備註**

- Please complete all your details clearly.
- If your shares are held in joint names, the shareholder whose name stands first on the register of members of the Company in respect of the joint holding should sign on this Request Form in order to be valid.
- Any form with more than one box marked (X), with no box marked (X), with no signature or otherwise incorrectly completed will be void.
- For the avoidance of doubt, we do not accept any special instructions written on this Request Form.
- Please note that both printed English and Chinese versions of all the Company's Corporate Communications which we have sent to our Shareholders in the past 12 months are available from the Company on request. They are also available on the Company's website (<http://www.sinopec.com>) for five years from the date of first publication.

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(<http://www.sinopec.com>)

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Please cut the mailing label and stick this on the envelope to return this Change Request Form to us.

**MAILING LABEL**

Hong Kong Registrars Limited  
 Freepost No. 37  
 Hong Kong

