



中国神华
CHINA SHENHUA ENERGY COMPANY LIMITED

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

(Stock Code : 01088)

30 April, 2016

Dear Shareholder,

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The English and Chinese versions of the Company's Current Corporate Communications are available on the Company's website at http://www.shenhuachina.com/html/index.html and the website of The Stock Exchange of Hong Kong Limited (the "Stock Exchange") at www.hkex.com.hk, or, where applicable, the printed form of Current Corporate Communications are enclosed as requested. You may access the Current Corporate Communications by clicking the relevant title as appeared on the website of the Company or browsing through the HKEX's website.

If you want to receive the printed version of any Current Corporate Communications, please complete the request form (the "Request Form") on the reverse side and send it to the Company c/o its Hong Kong Share Registrar, Computershare Hong Kong Investor Services Limited, at 17M Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong, by using the mailing label at the bottom of the Request Form (no postage stamp is needed if posted in Hong Kong). You may also send your request (specifying your name, address and request) by email at ChinaShenhua.ecom@computershare.com.hk or by notice in writing to the Hong Kong Share Registrar at the above address. Even if you have chosen (or are deemed to have consented) to receive all the Company's Corporate Communications (Note) via the Company's website ("Website Version") but for any reason you have difficulty in receiving or gaining access to the Current Corporate Communications, you can request for the printed form of the Current Corporate Communications. The Company will promptly upon receipt of your request send the Current Corporate Communications to you in printed form free of charge.

You may at any time choose either to receive the Company's Corporate Communications in printed form (in English version only, or in Chinese version only, or in both English and Chinese versions), or the Website Version. If you would like to change your choice of language or means of receipt of the Company's Corporate Communications in future, please send email at ChinaShenhua.ecom@computershare.com.hk or notice in writing (specifying your name, address and request) to the Company c/o its Hong Kong Share Registrar.

Should you have any queries relating to any of the above matters, 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
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Secretary to the Board of Directors

Note! Corporate Communication refers to any document issued or to be issued by the Company including but not limited to (a) the directors' report; its annual accounts to either the shareholders or the public; a copy of the auditors' report and where applicable its summary financial report; (b) the interim report and where applicable its summary interim report; (c) a notice of meeting; (d) a listing document; (e) a circular; and (f) a proxy form.

ABCD

http://www.shenhuachina.com/html/index.html
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) ,)) , 012 5, 2 (the "Company")
(Stock Code: 01088)
c/o Computershare Hong Kong Investor Services Limited
17M Floor, Hopewell Centre, 183 Queen's Road East,
Wanchai, Hong Kong

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

*

(Please mark " : 0 of the following boxes)

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to receive both 50 1) ,) P 0 of all Corporate Communications.

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1. Please complete all your details clearly.
2. 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.
3. Any form with more than one box marked (X), with no box marked (X), with no signature or otherwise incorrectly completed will be void.
4. For the avoidance of doubt, we do not accept any special instructions written on this Request Form.

(Corporate Communications refers to any document issued or to be issued by the Company includin" but not limited to (a) the directors' report; its annual accounts to" ether \$ith a copy of the auditors' report and; \$here applicable; its summary financial report; (b) the interim report and; \$here applicable; its summary interim report; (c) a notice of me