

\* Please specify your name and address clearly in ENGLISH BLOCK LETTER below if you download this form from the web.

\* 倘若閣下從網上下載本表格，請於下面用英文正楷清楚註明閣下的姓名及地址。

Name of shareholder(s)

股東姓名

Address

地址

## Reply Form 回條

To: Yanzhou Coal Mining Company Limited ("Company")

(Stock Code: 01171)

c/o Hong Kong Registrars Limited

Rooms 1806-1807, 18th Floor,

Hopewell Centre, 183 Queen's Road East,

Wanchai, Hong Kong

致：兗州煤業股份有限公司（「公司」）

（股份代號：01171）

經香港證券登記有限公司

香港灣仔皇后大道東 183 號

合和中心 18 樓 1806-1807 室

I/We would like to receive the Corporate Communications\* of the Company ("Corporate Communications") in the manner as indicated below:  
本人／我們希望以下列方式收取 貴公司之公司通訊文件\*（「公司通訊文件」）：

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

(請從下列選擇中，僅在其中一個空格內劃上「X」號)

☐

Read and/or download the **Website Version** of all future Corporate Communications published on the Company's website in place of receiving printed copies; and receive a notification letter of the publication of Corporate Communication on website; **OR**  
瀏覽及/或下載在公司網站發表之公司通訊文件**網上版本**，以代替印刷本，並收取公司通訊文件已在網上刊發通知信函；**或**

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to receive the **printed English version** of all future Corporate Communications **ONLY**; **OR**  
僅收取公司通訊文件之**英文印刷本**；**或**

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to receive the **printed Chinese version** of all future Corporate Communications **ONLY**; **OR**  
僅收取公司通訊文件之**中文印刷本**；**或**

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to receive both printed **English and Chinese versions** of all future Corporate Communications.  
同時收取公司通訊文件之**英文及中文印刷本**。

Contact telephone number

聯絡電話號碼

Signature 簽名

Date 日期

Notes 附註：

1. Please complete all your details clearly.

請 閣下清楚填妥所有資料。

2. If the Company does not receive this Reply Form or receive a response indicating the objection from you by 19 August 2009, you are deemed to have consented to website communication only, all future Corporate Communications will be sent out in the manner specified in the Company's letter dated 23 July 2009 and we will send you a notification letter of the publication of the Corporate Communication on website.

倘若本公司於 2009 年 8 月 19 日或之前仍未收到 閣下的回條或表示反對的回覆，閣下將被視為已同意以網上方式收取公司通訊文件，而本公司將按 2009 年 7 月 23 日之本公司函件內所述之方式只向 閣下寄發有關公司通訊文件已在網上刊發通知信函。

3. By selection to read the Website Version of the Corporate Communications published on the Company's website in place of receiving printed copies, you have expressly consented to waive the right to receive the Corporate Communications in printed form.

在選擇瀏覽在本公司網站發出之公司通訊文件網上版本以代替收取印刷本後，閣下已明示同意放棄收取公司通訊文件印刷本的權利。

4. 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 Reply Form in order to be valid.

如屬聯名股東，則本回條須由該名於本公司股東名冊上就聯名持有股份其姓名位列首位的股東簽署，方為有效。

5. The above instruction will apply to all future Corporate Communications to be sent to shareholders of the Company until you notify otherwise by reasonable notice in writing or using email at YanzhouCoal.com@computershare.com.hk to the Company c/o the Company's H Share Registrar, Hong Kong Registrars Limited, Rooms 1806-1807, 18th Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong.

上述指示適用於將來寄發予本公司股東之所有公司通訊文件，直至 閣下發出合理時間的書面通知或以電郵方式到 YanzhouCoal.com@computershare.com.hk 予本公司之 H 股登記處香港證券登記有限公司，地址為香港灣仔皇后大道東 183 號合和中心 18 樓 1806-1807 室另作選擇為止。

6. Shareholders are entitled to change the choice of means of receipt and language of the Company's Corporate Communication at any time by reasonable notice in writing or using email at YanzhouCoal.com@computershare.com.hk to the Company c/o the Company's H Share Registrar.

股東有權隨時發出合理時間的書面通知或以電郵方式到 YanzhouCoal.com@computershare.com.hk 本公司之 H 股登記處，要求更改收取公司通訊文件之語言版本及方式。

7. For the avoidance of doubt, we do not accept any special instructions written on this Reply Form.

為免存疑，任何在本回條表格上的額外手寫指示，本公司將不予處理。

\*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.  
公司通訊文件包括但不限於：(a)董事會報告、年度財務報表連同核數師報告及如適用，財務摘要報告；(b)中期報告及如適用，中期摘要報告；(c)會議通告；(d)上市文件；(e)通函；及(f)委任代表表格。

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### 郵寄標籤 MAILING LABEL

閣下寄回此回條時，請將郵寄標籤剪貼於信封上。

如在本港投寄毋須貼上郵票。

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

No postage stamp necessary if posted in Hong Kong.

香港證券登記有限公司  
Hong Kong Registrars Limited  
簡便回郵號碼 Freepost No. 37  
香港 Hong Kong