

30 March 2011

Dear Shareholder

## ***Informal Meeting of Hong Kong Shareholders***

You are invited to an informal meeting with Mr Stuart Gulliver, the Group Chief Executive, to discuss the 2010 results and other matters of interest. The meeting will be held on Thursday, 19 May 2011 at 4.30 pm at 1 Queen's Road Central, Hong Kong.

If you propose to attend the meeting, please complete the form below and return it in the enclosed prepaid envelope. This will enable us to make appropriate arrangements.

Corporations and nominees that wish to authorise representatives or clients to attend the meeting should write to the Registrars, Computershare Hong Kong Investor Services Limited, at the address on the form below giving the names of those who are to attend the meeting. They should also give each of the persons who is to attend a written authorisation which he/she should present to the registration counter on arrival at the meeting.

Yours sincerely



R G Barber  
*Group Company Secretary*

### **HSBC Holdings plc**

Hong Kong Office: 1 Queen's Road Central, Hong Kong

*Incorporated in England with limited liability. Registered in England: number 617987*

*Registered Office and Group Management Office: 8 Canada Square, London E14 5HQ, United Kingdom*



To: The Group Company Secretary  
HSBC Holdings plc  
c/o Computershare Hong Kong Investor Services Limited  
Rooms 1712-1716, 17th Floor  
Hopewell Centre  
183 Queen's Road East  
Hong Kong

I will attend the informal meeting of shareholders to be held on 19 May 2011.

Full name .....

Signature .....



各位股東：

### 香港股東之非正式會議

本公司將於2011年5月19日（星期四）下午4時30分假香港皇后大道中一號召開香港股東之非正式會議，現特函邀請閣下出席。集團行政總裁歐智華先生將於會上與各股東討論2010年度業績，以及其他事項。

為方便安排座位，閣下如擬出席上述會議，請填妥下列回條，用隨附之回郵信封（郵資已付）寄回。

公司股東及受託人如欲授權代表或客戶出席是次會議，須向本公司股東登記處 — 香港中央證券登記有限公司（地址見下列回條）發出書面通知，詳列將出席會議各人之姓名；同時並應向每名該等人士發出書面授權，以便屆時於登記櫃檯出示作為證明文件。

集團公司秘書長  
白乃斌 謹啟

2011年3月30日

#### 滙豐控股有限公司

香港辦事處：香港皇后大道中一號

英格蘭註冊有限公司。英格蘭註冊編號：617987

註冊辦事處及集團管理處：8 Canada Square, London E14 5HQ, United Kingdom



致：香港皇后大道東183號  
合和中心17樓1712-1716室  
香港中央證券登記有限公司 轉  
滙豐控股有限公司  
集團公司秘書長 啟

本人將出席2011年5月19日召開之香港股東非正式會議。

全名 .....

簽名 .....

閣下如欲採取行動，請填妥及簽署  
本表格英文版後交回股份登記處。

Please complete, sign and  
return the English version  
if you wish to take action.