

31 January 2019

Dear Valued Customer,

**Re : Notice of Closure of branch at Tai Po**

Kindly note that our branch at Tai Po will be closed starting from 1 April 2019, and will resume operations in a new location in the same district soon. Your account(s) will be transferred to and handled by the following branch during the transition period:

Branch Name : Ma On Shan Branch  
Address : Shop 308, Level 3, Ma On Shan Plaza, 608 Sai Sha Road, Ma On Shan  
Telephone No. : 2633 8377  
Fax No. : 2633 9147

We sincerely apologize for any inconvenience this may cause you, and wish to take this opportunity to express our appreciation for your continuous support and patronage over the years. We look forward to serving all your banking and financial needs at the new branch location.

Should you have any queries, please feel free to call our Customer Service Hotline on 2818 0282.

Yours faithfully,  
Shanghai Commercial Bank Limited

親愛的客戶：

**有關：位於大埔之分行停止營業通知**

本行位於大埔之分行將於二〇一九年四月一日起停止服務，並於不久在同區新地點恢復營業。閣下之賬戶在過渡期間將轉往以下分行：

分行 : 馬鞍山分行  
地址 : 馬鞍山西沙路 608 號馬鞍山廣場三樓 308 號  
電話號碼 : 2633 8377  
傳真號碼 : 2633 9147

本行對因此而引起閣下的任何不便，謹此致歉。本行希望藉此機會感謝閣下多年來對本行的鼎力支持，並期待在新址繼續為閣下提供優質銀行及理財服務。

如有任何查詢，歡迎致電本行客戶服務熱線 2818 0282。

上海商業銀行有限公司 謹啟  
二〇一九年一月三十一日