



**Kingsoft Corporation Limited**

**金山軟件有限公司**

(Continued into the Cayman Islands with limited liability)

(於開曼群島持續經營的有限公司)

(Stock code / 股份代號 : 3888)

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**NOTIFICATION LETTER 通知信函**

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22 April 2010

Dear Registered holder,

**Kingsoft Corporation Limited (the “Company”)**

**–Notice of Publication of Annual Report, Circular & Proxy Form (“Current Corporate Communication”)**

The English and Chinese versions of the Company’s Current Corporate Communication are available on the Company’s website at [www.kingsoft.com](http://www.kingsoft.com) and the website of the Stock Exchange of Hong Kong Limited (the “Stock Exchange”) at [www.hkexnews.hk](http://www.hkexnews.hk), or the arranged printed form(s) of Current Corporate Communication are enclosed (if applicable).

You 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 you have previously conveyed to the Company. If you want to change the choice of language and means of receipt of all future corporate communications, please complete and sign the Change Request Form printed at the reverse side of this letter and send it to the Company c/o Computershare Hong Kong Investor Services 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 and send to the Hong Kong Share Registrar, the address is 17M Floor, Hopewell Centre, 183 Queen’s Road East, Wanchai, Hong Kong. The Change Request Form may also be downloaded from the Company’s website at [www.kingsoft.com](http://www.kingsoft.com) or the website of the Stock Exchange at [www.hkexnews.hk](http://www.hkexnews.hk).

If you want to receive another printed version of the Current Corporate Communication, please write or send email at [kingsoft.ecom@computershare.com.hk](mailto:kingsoft.ecom@computershare.com.hk) to the Company c/o the Hong Kong Share Registrar specifying your name, address and request. 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 Communication, the Company will promptly upon your request send the Current Corporate Communication to you in printed form free of charge.

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,

**Kingsoft Corporation Limited**

*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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各位登記持有人：

**金山軟件有限公司（「本公司」）**

**–年度報告、通函及委任代表表格（「本次公司通訊文件」）**

本公司的本次公司通訊文件中、英文版本已上載於本公司網站([www.kingsoft.com](http://www.kingsoft.com))及香港聯合交易所有限公司（「聯交所」）之網站([www.hkexnews.hk](http://www.hkexnews.hk))，歡迎瀏覽，或按安排附上本次公司通訊文件之印刷本(如適用)。

儘管閣下早前曾向本公司作出公司通訊文件<sup>(附註)</sup>收取方式或語言版本的選擇，但仍可以隨時更改有關選擇，轉為以印刷本或網上方式收取、或只收取英文印刷本、或只收取中文印刷本；或同時收取中、英文印刷本，費用全免。如閣下欲更改今後所有公司通訊之語言版本及收取方式，請填妥及簽署在本函背面的更改指示回條，並使用隨附之郵寄標籤及毋須貼上郵票（如在香港投寄）；否則，請貼上適當的郵票，寄回香港中央證券登記有限公司（「香港證券登記處」），地址為香港灣仔皇后大道東 183 號合和中心 17M 樓。更改指示回條亦可於本公司網站([www.kingsoft.com](http://www.kingsoft.com))或聯交所之網站([www.hkexnews.hk](http://www.hkexnews.hk))內下載。

如閣下欲收取本次公司通訊文件之另一語言印刷本，請以書面或以電郵方式 [kingsoft.ecom@computershare.com.hk](mailto:kingsoft.ecom@computershare.com.hk) 送到香港證券登記處，請註明閣下的姓名、地址及要求。如閣下已選擇以網上方式收取日後公司通訊文件（或被視為已同意以網上方式收取）但因任何理由未能閱覽載於網站的本次公司通訊文件，股東只要提出要求，我們將盡快向閣下寄上所要求的有關文件的印刷版本，費用全免。

如對本函內容有任何疑問，請致電本公司電話熱線(852) 2862 8688，辦公時間為星期一至五（公眾假期除外）上午 9 時正至下午 6 時正。

**金山軟件有限公司**  
謹啓

2010 年 4 月 22 日

\*附註：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)代表委任表格。

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