Please glue and seal along this edge firmly. Do not staple.

China Aviation Oil (Singapore) Corporation Ltd
中国航油（新加坡）股份有限公司
Incorporated in the Republic of Singapore
Company Registration No.: 199303293Z

1 April 2026

Dear Shareholder,

We are pleased to enclose printed copies of the Notice and Proxy Form for the 32nd Annual General Meeting of China Aviation Oil (Singapore) Corporation Ltd ("**CAO**") to be held on Thursday, 23 April 2026.

The Annual Report for the financial year ended 31 December 2025 ("**Annual Report 2025**") and the Letter to Shareholders dated 1 April 2026 in relation to: (i) the Proposed Renewal of the General Mandate for Interested Person Transactions; and (ii) the Proposed Renewal of the Share Purchase Mandate (the "**Letter to Shareholders dated 1 April 2026**"), will be available for download from CAO's corporate website from the date of this letter-

1. To access the Annual Report 2025, go to URL: https://www.caosco.com/investors/annual-reports and click "Annual Report 2025";
2. To access the Letter to Shareholders dated 1 April 2026, go to URL: https://www.caosco.com/investors/letters-to-shareholders and click "Letter to Shareholders dated 1 April 2026".

The Annual Report 2025 and the Letter to Shareholders dated 1 April 2026 are also made available on SGXNet at the URL, https://www.sgx.com/securities/company-announcements.

You will need an internet browser and PDF reader to view these documents.

If you wish to receive a printed copy of each of the Annual Report 2025 and the Letter to Shareholders dated 1 April 2026, please complete and sign the Request Form below and return it to CAO c/o Boardroom Corporate & Advisory Services Pte. Ltd. at 1 Harbourfront Avenue, #14- 07 Keppel Bay Tower, Singapore 098632 by **10 April 2026**.

By completing, signing and returning the Request Form to us, you agree and acknowledge that we may collect, use and disclose your personal data, as contained in your submitted Request Form or which is otherwise collected from you or your authorised representatives for the purpose of processing and effecting your request.

The Sustainability Report for the financial year 2025 will also be published on the CAO's corporate website at the URL, https://www.caosco.com/investors/annual-reports from the date of this letter.

Yours faithfully,
For and on behalf of
China Aviation Oil (Singapore) Corporation Ltd

Liang Fei
Company Secretary

REQUEST FORM

To : **China Aviation Oil (Singapore) Corporation Ltd**
c/o Boardroom Corporate & Advisory Services Pte. Ltd.
1 Harbourfront Avenue, #14-07 Keppel Bay Tower, Singapore 098632

Name(s) of Shareholder(s): _____

Address: _____

The shares are held by me/us under or through (please tick):

☐ CDP Securities Account Number

☐ CPF Investment Scheme ("**CPFIS**")/Supplementary Retirement Scheme ("**SRS**") Account

☐ Physical Scrip(s)

_____
Signature(s) and Date (dd/mm/yyyy)

Should you need any clarifications, please do not hesitate to contact Boardroom Corporate & Advisory Services Pte. Ltd. at +65 6536 5355.

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The Company Secretary
China Aviation Oil (Singapore) Corporation Ltd
c/o Boardroom Corporate & Advisory Services Pte. Ltd.
1 Harbourfront Avenue
#14-07 Keppel Bay Tower
Singapore 098632

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