

ABC Limited
2/F ELEMENTS
1 Austin Road West
TST

Our Ref.: L/ELE/999/24
Date : 6 May 2024

Attn.: Ms. Connie Kwong
Shop Manager

Dear Ms. Kwong,

Submission of Audited Turnover Statement
Shop No. 2069 BBC Café of Elements

We wish to draw your attention that you are required to submit the audited turnover statement for the period of January 2023 - December 2023.

Pursuant to Pursuant to Clause 5 of Part 1 of the Second Schedule of the Lease of the captioned premises, it is stipulated that "submission of the certificate in writing signed by your auditor who should be a Certified Public Accountants Firm, certifying Sales Turnover in respect of the Premises during each calendar month of the preceding half year within sixty (60) days after the end of each half year of the term for the purpose of ascertaining whether there is any variance with the monthly statements supplied to the Landlord for the relevant periods and to determine whether there is any shortfall or overpayment of Turnover Rent".

In this connection, you are requested to submit the said audited turnover statement on or before 30th June 2024.

Should you have any queries, please feel free to contact our Ms. Connie Kwong at 3666-7600.

Thank you for your attention.

Yours sincerely,
For and on behalf of MTR Corporation Limited



Leung Kwok Kin, Kyle
Shopping Centre Manager
Licensed PMP (P1-338460)