

**IQ Monkey Education Limited**

**Shop 48A, 1/F, Ocean Walk,**

**168-236 Wu Chui Road**

**Tuen Mun, N.T.**

**Attn.:Mr.John Smith**

Our Ref.: L0018/23/STMSC/xxx

Date : 30 September 2023

Dear Mr.Smith,

**Submission of Audited Turnover Statement**

**Shop No. 1001. Monkey Tree English Learning Centre, Ocean Walk**

We wish to draw your attention that you are required to submit the audited turnover statement for the period of January 2022 - December 2022.

Pursuant to Section III (32) of the Tenancy Agreement of the captioned premises, it is stipulated that "At the close of each Accounting Period... (Abstract of relevant clause)".

In this connection, you are requested to submit the said audited turnover statement on or before 24th October 2023.

Should you have any queries, please feel free to contact our Ms. Chen DaiWan at 88888888.

Thank you for your attention.

Yours sincerely,

For MTR Corporation Limited



Chan Tai Man

Shopping Centre Manager

Licensed PMP (123456)

CTMM

c.c. Leasing Team, MTRC

Licensed PMC (C-114608)

Ocean Walk Management Office  
Ocean Walk, 168-236 Wu Chui Road, Tuen Mun, New Territories.  
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