

Our Ref.: L0018/23/STMSC/00002

Date : 30 September 2023

**IQ Monkey Education Limited**

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

**168-236 Wu Chui Road**

**Tuen Mun. N.T.**

**Attn.: Mr. John Smith**

**Center Manager**

Dear Mr. Smith,

**Business Licence and Submission**

**Shop Unit A Monkey Tree English Learning Centre of Ocean Walk**

It has come to our attention that the “General Restaurant Licence” of your shop premise will expire on Jul - Aug 2023.

Pursuant to Section III (32) of Tenancy Agreement made between us, it was stipulated as “Prior to commencement of the Business at the said premises to obtain all required licences.....(relevant clause abstract)”. In this connection, you are required to submit a copy of the valid licence to our office for record without further delay. Moreover, please be reminded that no business could be commenced without required licence.

Your prompt action is highly appreciated.

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

Yours sincerely,

For MTR Corporation Limited



**陳大文**

**經理**

**CDW**

Licensed PMC (C-114608)

Ocean Walk Management Office  
Ocean Walk, 168-236 Wu Chui Road, Tuen Mun, New Territories.  
Tel: (852) 2440 0318 Fax: (852) 2440 0442

持牌物業管理公司 (C-114608)

海趣坊管理處  
新界屯門湖翠路168-236號  
電話 (852) 2440 0318 傳真 (852) 2440 0442

