

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

Further to the letter(s) issued on 2023-08-01 00:00:00 regarding the captioned matter. It has come to our attention that the "General Restaurant Licence" of your shop premise will expire on Jul - Aug 2023 and the updated licence has not yet been received.

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

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