

Fast Interface for New Issuance (FINI)

User Guide for Sponsors,
Intermediaries and Legal Advisers



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Versions

Publication Date	Version
27 September 2023 [Current]	Further clarifications and update on workflows <ul style="list-style-type: none"> Section 3 IPO timetable on page 12, 13 Section 5 Functional Guide, pages 46, 47, 72 Section 6 Data Specifications, pages 152, 154, 159, 160
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25 November 2022	First version published as part of market readiness update.

NOTE

This user guide has been published to help prospective users become familiar with the features of the FINI system. This user guide will take effect only upon the launch date of FINI, which is expected in the summer of 2023 and will be announced by HKEX closer to the time. The final published version of the user guide may differ from this version, and prospective users are advised to refer to the latest release before using the system.

DISCLAIMER

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1. Introduction

What is FINI?

“FINI” (*Fast Interface for New Issuance*) is an online platform operated by HKSCC that is mandatory for admission to trading and, where applicable, the collection and processing of specified information on subscription in and settlement for all New Listings¹.

FINI allows relevant market participants and authorities to interact digitally and seamlessly on the many important steps that comprise the end-to-end settlement process for the New Listings. Leveraging modern and user-friendly interfaces with common workflow logic and data standards, the use of FINI allows IPOs to start trading on the Exchange as soon as, two business days after pricing (“T+2”).

This guide is written for Sponsors, Intermediaries, and Legal Advisers, who will use FINI to input and manage the IPO settlement cycle. For users who are seeking further information on public offer securities settlement under FINI should refer to the FINI User Guide for HKSCC Participants.

The FINI User Guides consists of the following documents:

FINI User Guides

Document	FINI user categories
User Guide for HKSCC Participants	<ul style="list-style-type: none"> ▪ HKSCC Participant (“CP”)
User Guide for FINI Banks	<ul style="list-style-type: none"> ▪ Designated EIPO Bank of CPs (“DB”) ▪ Receiving Bank of IPO Issuers (“RB”)
User Guide for Sponsors, Intermediaries and Legal Advisers [current document]	<ul style="list-style-type: none"> ▪ Designated Sponsor ▪ Other Sponsor(s) ▪ Sponsor’s Counsel ▪ Issuer’s Counsel ▪ Designated Overall Coordinator (“DOC”) ▪ Other Overall Coordinator(s) ▪ Distributor(s)
API Guide	<ul style="list-style-type: none"> ▪ All user categories above [IPO Reference Data] ▪ HKSCC Participant (“CP”) [EIPO Subscription] ▪ Designated EIPO Bank of CPs (“DB”) [EIPO Funding]
Access Management User Guide	<ul style="list-style-type: none"> ▪ All FINI user categories

¹ FINI will initially support the new listings of equity securities, depositary receipts, stapled securities, and REITs, and trading resumption offerings on SEHK, including: (i) primary listings; (ii) dual-primary listings; (iii) secondary listings; (iv) RTOs; (v) listings by way of introduction; and (vi) transfers from GEM to the Main Board. FINI will also support post-listing public offers.

Further Information

For further information, such as other training materials, latest market readiness updates and the API User Guide, please visit: <https://www.hkex.com.hk/fini>



2. Getting Started

✕ On-boarding

To be on-boarded as a Sponsor / Intermediary / Legal Adviser user company on the FINI platform, each firm must complete an [Online FINI Registration Form](#) (“Registration Form”) and assign administrator(s) (“Delegated Administrators”) for the creation and managing of individual FINI user accounts in the HKEX Access Management Platform.

Further information is available on *FAQs C1 to C2* of the *FINI Information Pack*. The specific eligibility and documentation requirements are also available in the Registration Form.

If you wish to terminate any of the user type(s) registered under your firm or the use of FINI, please send us your request to cs_cps_cc@hkex.com.hk.

✕ User Profile Setup

To access the FINI platform, the user company’s Delegated Administrator(s) must use the HKEX Access Management Platform’s MANAGE ACCESS RIGHTS function to create FINI individual users (who may also be grouped by FINI user teams) or machine users.

Further information on the creation, maintenance and management of FINI individual / machine users and FINI user teams is available in the *HKEX Access Management User Guide*.

✕ Functional Roles

Each Delegated Administrator of each of the Sponsor, Legal Adviser, and Intermediary may create an external user (“EU”) category: EU_finiSponsor, EU_finiLegal, and EU_finiIntermediary (for both Overall Coordinator and Distributor users), respectively.

User categories determine a user’s access to FINI workflows, while **user roles** determine its access to user functions (i.e. edit, submit or read-only) within a specific workflow (see tables below).

Some firms may create multiple user categories (i.e. a firm that acts as both a Sponsor and/or an Overall Coordinator and/or Distributor in an IPO).

For Sponsor, Legal Adviser and Intermediary users, there are two types of user roles: 1) **Maker/Checker**²; and 2) **Enquiry**.

Depending on the IPO, FINI users may be assigned different roles within the same user category. Within the user category of **EU_finiSponsor**, FINI users may be assigned the roles of **Designated Sponsor** or **Other Sponsor(s)** role, when there are multiple sponsors appointed to

² The Delegated Administrator will assign Maker or Checker roles to each FINI user when creating accounts for users. Certain FINI functions require the “Checker” to verify information that the “Maker” has entered, but none of which are relevant to Sponsors, Overall Coordinators, Distributors, or Legal Advisers. There is no distinction between maker or checker roles for any of the workflows that Sponsors, Overall Coordinators, Distributors, or Legal Advisers will take part in.

an IPO. Within the user category of **EU_finiLegal**, FINI users may be assigned the roles of **Legal Adviser (for Sponsor)** or **Legal Adviser (for Issuer)** role. Finally, within the user category of **EU_finiIntermediary**, FINI users may be assigned the roles of **Designated Overall Coordinator** or **Other Overall Coordinator(s)**, when there are multiple overall coordinators appointed to an IPO, and Distributors.

The **Designated Sponsor** will select the firms and the teams responsible for acting as Other Sponsor(s) / Legal Adviser (for Sponsor) / Designated Overall Coordinator / Overall Coordinator(s) / Distributor / Legal Adviser (for Issuer) in an IPO when completing the [IPO Reference Data](#).

With the exception of the Legal Adviser (for Sponsor) role (who can only enter information, but may not submit), any Sponsor, Overall Coordinator, Distributor, Legal Adviser (for Issuer) user that has access permissions to enter information in a FINI function is also permitted to submit such information in FINI.

Enquiry-only users may only view the information entered in the FINI functions but are unable to make any changes or submissions in those functions.

As such, a FINI user may have maker/checker roles in some IPOs but enquiry-only access in others.

Designated Sponsor and Designated Overall Coordinator

To avoid conflicts in submitting information in FINI, two separate roles have been assigned to the Sponsor users and Overall Coordinator users for submitting documents in FINI. The submitting company for Sponsor users will be known as the **Designated Sponsor**, while the submitting company for Overall Coordinator users will be known as the **Designated Overall Coordinator**.

For **Main Board** IPO cases, the appointed Sponsor-Overall Coordinator is expected to be the Designated Sponsor and Designated Overall Coordinator. Where there are more than one Sponsor-Overall Coordinator in an IPO, the nominated Designated Sponsor and Designated Overall Coordinator must notify the Listing Division of its nomination, in writing, at least four clear business days before the expected hearing date.

For **GEM** IPO cases, where more than one sponsor and one overall coordinator are appointed to the IPO, the nominated Designated Sponsor and a Designated Overall Coordinator must notify the Listing Division of its nomination, in writing, at least four clear business days before the expected hearing date.

⚠ For all non-designated Sponsors and Overall Coordinators they will only submit their own placee lists and regulatory forms on FINI.

FINI will automatically assign the Designated Sponsor role to the Sponsor firm that enters the unique FINI case number (or FINI key) for initiating the IPO in [IPO Initiation](#).

FINI would recognise the first Overall Coordinator firm entered (by the Designated Sponsor) in the list of overall coordinators of [IPO Reference Data](#) as the Designated Overall Coordinator. A

reminder to the Designated Sponsor who will input this information will be set out on the interface as follows:

Overall Coordinator(s)

Company Name ▼

Team ▼

Please select the Designated Overall Coordinator first. The first Overall Coordinator will be responsible for the initial sub-placing of shares to other Overall Coordinators and Distributors on the Control List.

A summary of the user roles

The following tables sets out the user roles of each FINI user within the same assigned IPO:

User Interface	Designated Sponsor		Other Sponsor(s)		Legal Adviser (for Sponsor)	
	Maker/Checker	Enquiry	Maker/Checker	Enquiry	Maker/Checker	Enquiry
Dashboard (with subscription statistics)		✓		✓		✓
IPO Reference Data	✓	✓		✓	✓ ⚠	✓
Complete and Submit IPO Reference Data e-form	✓	✓		✓	✓ ⚠	✓
Download Consolidated Full IPO Reference Data Report		✓		✓		✓
Allocation Adjustments		✓		✓		✓
Final Offer Pricing		✓		✓		
Control List						
Placee List						
Concentration Analysis		✓		✓		
Allotment Results Announcement	✓	✓	✓	✓	✓ ⚠	✓ ⚠
Allotment Results Announcement Form (ARA Form)	✓	✓	✓	✓	✓ ⚠	✓ ⚠
Allotment Results Announcement template (ARA Document)	✓	✓	✓	✓	✓ ⚠	✓ ⚠
Regulatory Submissions	✓	✓	✓	✓		✓
Sponsor / Overall Coordinator Declaration	✓	✓	✓	✓		✓
Transaction Levy Form	✓	✓		✓		✓
Depository and Settlement Forms	✓	✓	✓	✓	✓	✓
Audit Log		✓		✓		✓

⚠ The Legal Adviser (for Sponsor) may complete the IPO Reference Data e-form and Allotment Results Announcement Form and Document, but only the Designated Sponsor may make the submission of the e-forms and template.

User Interface	Designated Overall Coordinator / Other Overall Coordinator(s)		Distributor	
	Maker/Checker	Enquiry	Maker/Checker	Enquiry
Dashboard (with subscription statistics)		✓		✓
IPO Reference Data		✓		✓
Complete and Submit IPO Reference Data e-form				
Download Consolidated Public IPO Reference Data Report		✓		✓
Allocation Adjustments	✓	✓		
Final Offer Pricing	✓	✓		
Control List	✓	✓	✓	✓
Placee List	✓	✓	✓	✓
Concentration Analysis		✓		
Allotment Results Announcement				
Allotment Results Announcement Form (ARA Form)				
Allotment Results Announcement template (ARA Document)		✓		
Regulatory Submissions	✓	✓	✓	
Sponsor / Overall Coordinator Declaration	✓	✓		
Marketing and Independence Statement	✓	✓	✓	
Depository and Settlement Forms	✓	✓		✓
Audit Log		✓		

⚠ Distributors will not be able to access the Allocation Adjustments and Final Offer Pricing functions in FINI. The relevant information will be included in the [Public IPO Reference Data Report](#), which is downloadable after an IPO has been completed (i.e. commenced trading on the Exchange) or is cancelled.

User Interface	Legal Adviser (for Issuer)	
	Maker/Checker	Enquiry
Dashboard (with subscription statistics)		✓
IPO Reference Data		✓
Complete and Submit IPO Reference Data e-form		
Download Consolidated Public IPO Reference Data Report		✓
Allocation Adjustments		
Final Offer Pricing		
Control List		
Placee List		
Concentration Analysis		
Allotment Results Announcement		
Regulatory Submissions	✓	✓
Issuer's Declaration	✓	✓
Depository and Settlement Forms	✓	✓
Audit Log		✓

⚠ Legal Advisers (for Issuers) will not be able to access the Allocation Adjustments and Final Offer Pricing functions in FINI. The relevant information will be included in the [Public IPO Reference Data Report](#), **which will be available after** once an IPO has been completed (i.e. commenced trading on the Exchange) or is cancelled.

⚠ For FINI users who were not assigned to an IPO (i.e. where the firm of such FINI user is not a party to the IPO), their access is limited to “Enquiry-only” access of the IPO’s reference data, after such information has become public (i.e. after its IPO status becomes “Deal Initiated”, when the public offer period commences and/or the issuer’s prospectus is published). Each FINI user within the same unassigned IPO would have Enquiry-only access.

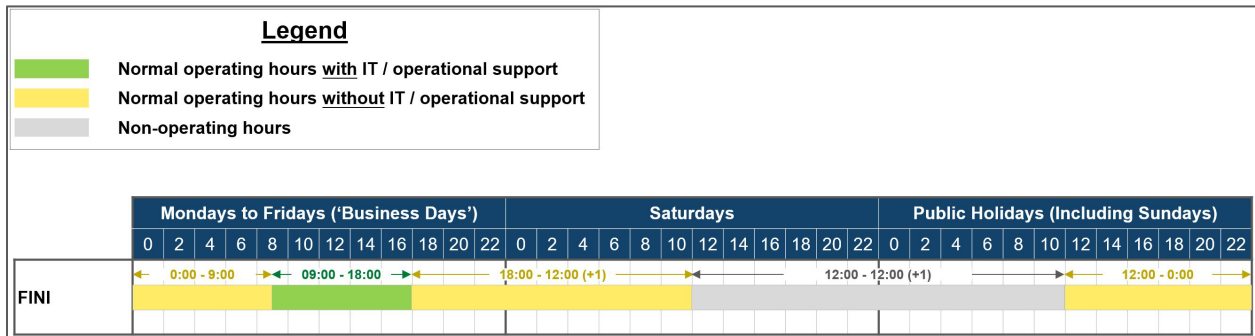
System Availability

The FINI platform is accessible via the open internet at all times, with the exception of scheduled maintenance during the following periods:

- 12:00 to 23:59, Saturdays
- 00:00 to 12:00, Sundays

With the exception of the regular maintenance periods mentioned above, the FINI platform will remain accessible during Public Holidays. Any further scheduled ad-hoc maintenance work will be communicated to users in advance.

Users may contact +852 2979 7111 or email to ClearingPS@hkex.com.hk for any general enquiries.



⚠ The hotline support window is different from the FINI platform’s operating hours. Hotline support will be provided from 09:00 to 18:00 Monday to Friday, except public holidays.

⚠ FINI users should be aware that the FINI platform is only accessible via the open internet. If a user company has internet connectivity issues within its corporate network, they may find an alternative location with an open internet connection to continue accessing the FINI platform.

3. IPO Workflow

IPO Timetable and System Statuses

An IPO case will operate under one out of two standardised timetables³:

#	Type	Offering type	Earliest time to commence trading on the Exchange
1	Listing with a public offer	Global Offer (Placing and Public Offer)	8 business days (See diagram below)
		By Public Offer Only	
2	Listing without a public offer	By Placing Only	5 business days (See diagram below)
		By Introduction	
		Transfer from GEM	

Every IPO case goes through a sequence of system statuses, during which different workflows will be made available to each FINI User, starting from "Deal Initiated" and ending in either "Trading Started" (successful) or "Cancelled" (unsuccessful).

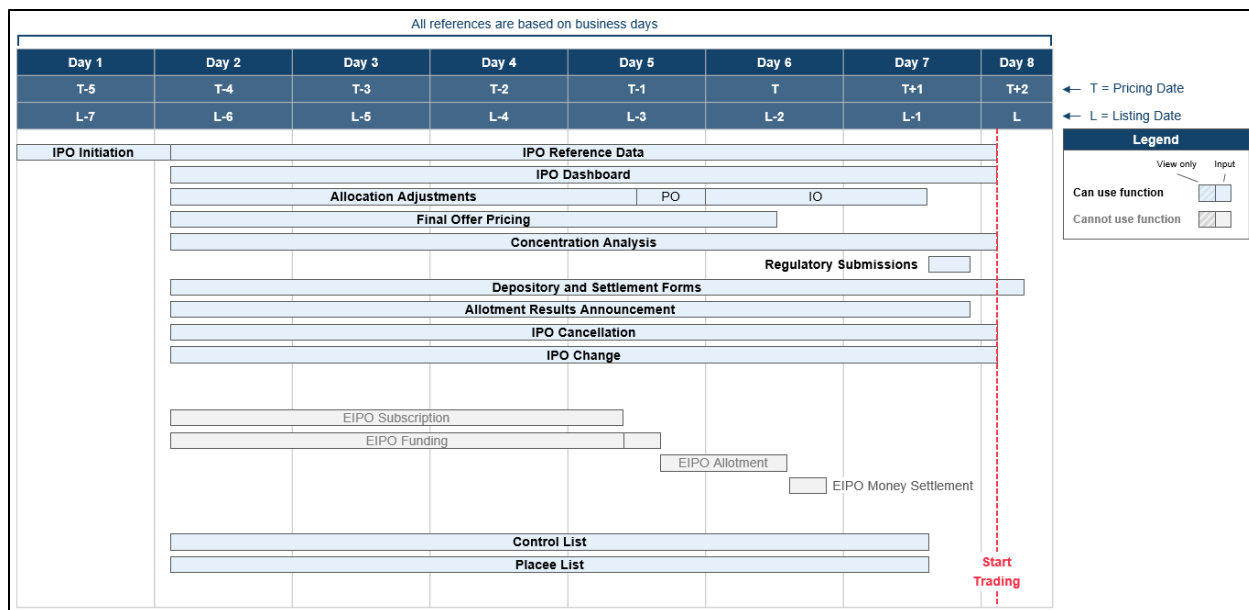
If a critical step is not completed before a system deadline, an IPO case would enter a system status of: "Suspended" (see [Exceptions](#) for further information).

The exact sequence of system statuses depends on the IPO case's offering type.

³ Unless with a waiver granted by the Exchange.

Global Offer (Placing and Public Offer)

High-level summary:



A "Global Offer" case involves both a "Public Offer" and an "International Offer". The IPO case starts with the public offer's subscription period, followed by a funding confirmation process to determine the public offer's subscription levels.

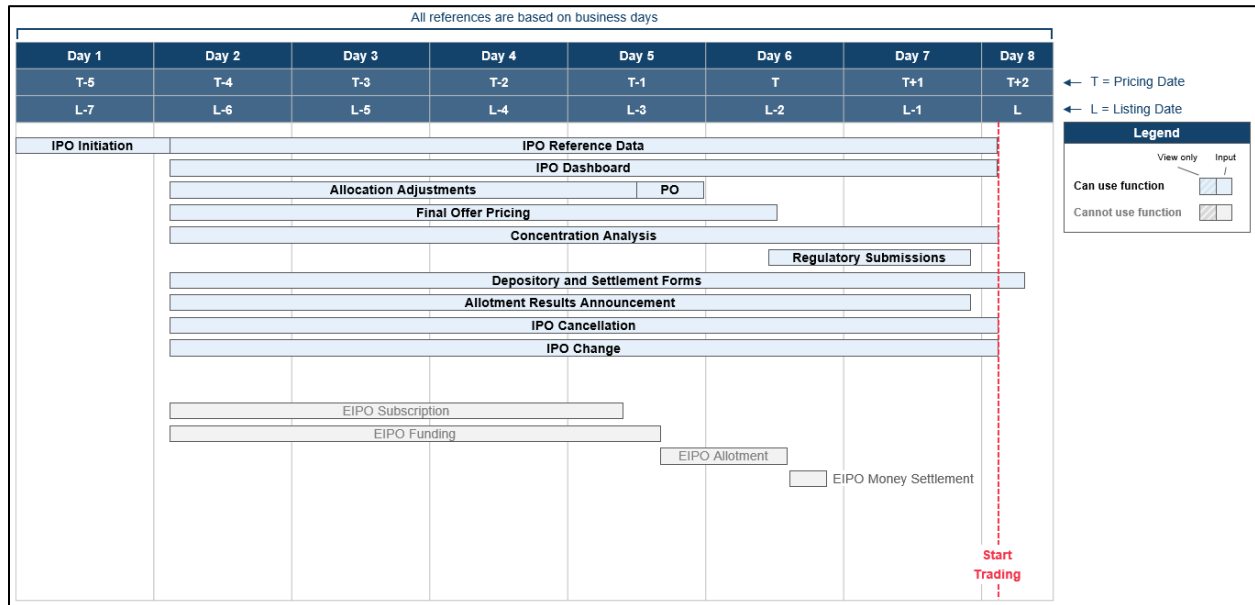
The Designated Overall Coordinator is responsible for determining the allocations between both tranches (i.e. after taking into account any claw back, re-allocation or upsize offer) and the final offer price. Following the offer size confirmation, intermediaries are responsible for submitting their placee information (including supporting documents relating to connected clients, existing shareholders and the Marketing and Independence Statements) and the Designated Sponsor is responsible for submitting an allotment results announcement pre-populated by FINI, for regulatory approval.

#	IPO Status ▼	Description	Schedule
1	Created	The Listing Division generates unique FINI case number for an IPO for inclusion in the Post-Hearing Letter which will be sent to the Sponsor(s)	Post-Hearing Letter
2	Preparing	Designated Sponsor inputs unique FINI case number to initiate the IPO case on FINI, which unlocks the IPO Reference Data e-form The Designated Sponsor completes and submits the IPO Reference Data e-form which will be cleared by HKSCC	Anytime after receipt of Post-Hearing Letter
3	Pending	The IPO Reference Data e-form is cleared by HKSCC, pending the commencement of the public offer	Anytime before 14:00, T-5 / L-7
4	Deal Initiated	The IPO case is officially broadcasted to all FINI users when the subscriptions of the public offer commence	09:00, T-4 / L-6
5	Public Offer Closed	The public offer subscriptions of the IPO case is closed and the related funding confirmation process commences	12:00, T-1 / L-3

#	IPO Status ▼	Description	Schedule
		The public offer subscriptions of the IPO case related to funding confirmation process commences	No later than 12:30, T-1/L-3
6	Applications Validated	The IPO case has completed the public offer funding confirmation process and is undergoing offer size confirmation / public offer balloting	No later than 17:30, T-1 / L-3
7	Allotment Confirmed	The IPO case has received the public offer balloting results (but allocation unconfirmed until after money settlement process)	Shortly after 12:00, T / L-2
8	Money Settlement	The final offer price is finalised and the money settlement process commences	No later than 12:30, T / L-2
9	Allocation Confirmed	The IPO case has completed the money settlement process, the balloting results will be confirmed, and the international offer is to be approved	No later than 18:00, T / L-2
10	Placing Approved	Regulatory approval of the international placing is received and the allotment results announcement is to be approved	No later than 17:00, T+1 / L-1
11	Allotment Results Approved	The allotment results announcement is approved	No later than 23:00, T+1 / L-1
12	Trading Started	The IPO case starts trading on the stock exchange	09:00, T+2 / L

By Public Offer Only

High-level summary:



A "By Public Offer Only" case involves only a "Public Offer". The IPO case starts with the public offer's subscription period, followed by a funding confirmation process to determine the public offer's oversubscription levels.

The IPO case's Designated Overall Coordinator is then responsible for confirming the final public offer size and offer price. Following the offer size and offer price confirmations, the Designated Sponsor is responsible for submitting an allotment results announcement, pre-

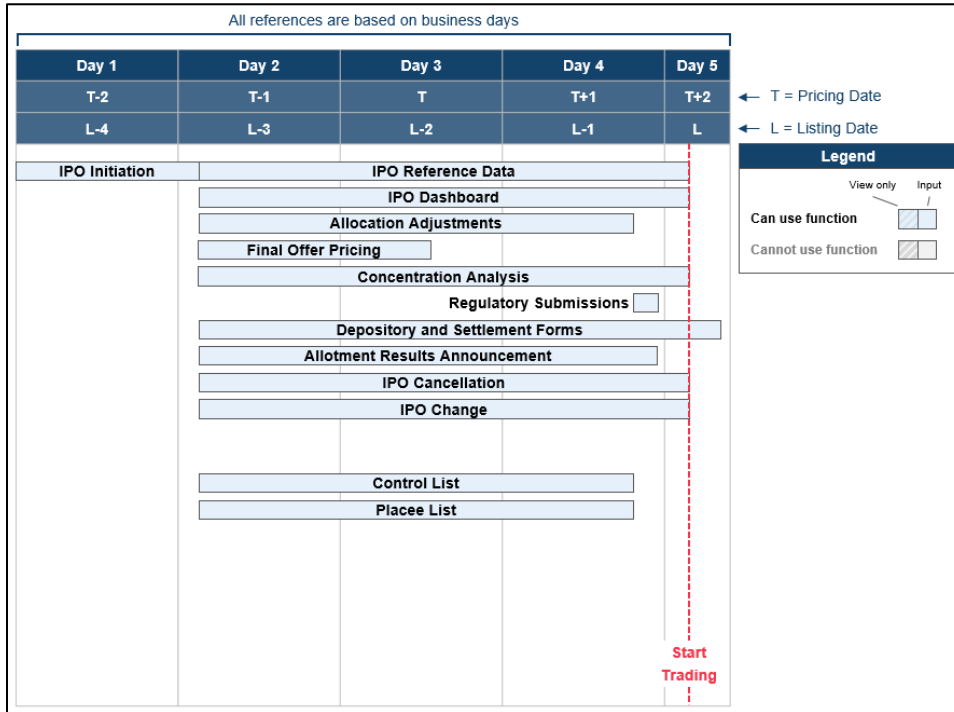
populated by FINI, for regulatory approval.

△ For the purposes of completing the [Allocation Adjustments](#) and [Final Offer Pricing](#) workflows, a Designated Overall Coordinator still needs to be assigned by the Designated Sponsor in “By Public Offer only” IPO cases.

#	IPO Status ▼	Description	Schedule
1	Deal Initiated	The public offer subscriptions of the IPO case is closed and the related funding confirmation process commences	09:00, T-4 / L-6
2	Public Offer Closed	The IPO case has completed the public offer funding confirmation process and is undergoing offer size confirmation / public offer balloting	12:00, T-1 / L-3
		The public offer subscriptions of the IPO case related to funding confirmation process commences	No later than 12:30, T-1/L-3
3	Applications Validated	The IPO case has completed the public offer funding confirmation process and is undergoing offer size confirmation / public offer balloting	No later than 17:30, T-1 / L-3
4	Allotment Confirmed	The IPO case has received the public offer balloting results (but allocation unconfirmed until after money settlement process)	Shortly after 12:00, T / L-2
5	Money Settlement	The final offer price is finalised and the money settlement process commences	No later than 12:30, T / L-2
6	Allocation Confirmed	The IPO case has completed the money settlement process, the balloting results will be confirmed, and the international offer is to be approved	No later than 18:00, T / L-2
7	Allotment Results Approved	The allotment results announcement is approved	No later than 23:00, T+1 / L-1
8	Trading Started	The IPO case starts trading on the stock exchange	09:00, T+2 / L

By Placing Only

High-level summary:



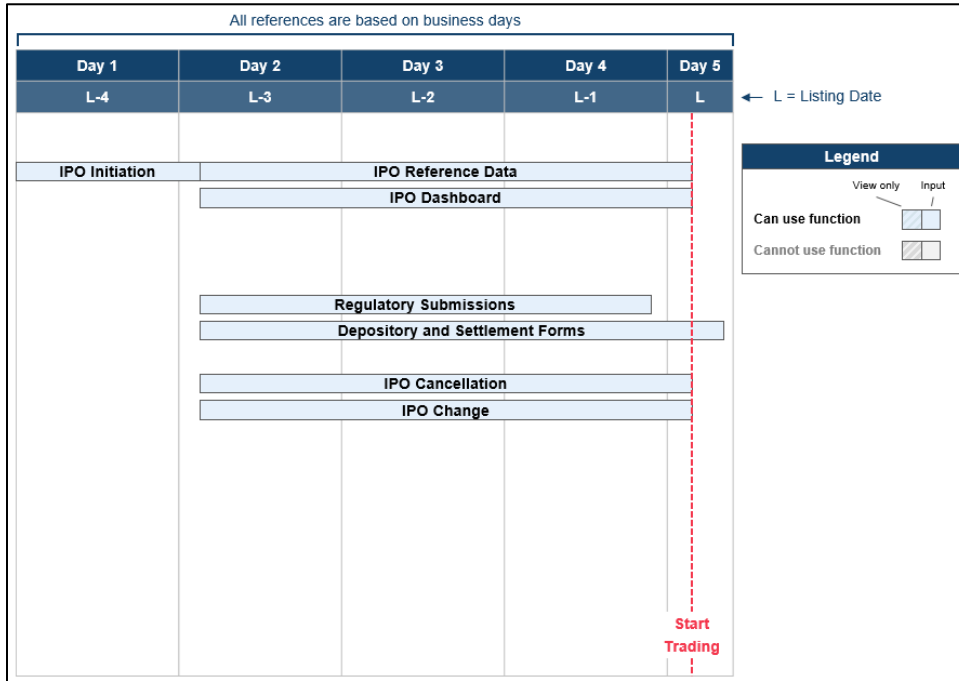
A "By Placing Only" case involves only an "International Offer". The case starts with the Designated Overall Coordinator deciding the final offer size and offer price.

Following the offer size and offer price confirmations, intermediaries are responsible for submitting their placee information and the Designated Sponsor is responsible for submitting an allotment results announcement, pre-populated by FINI, for regulatory approval.

#	IPO Status ▼	Description	Schedule
1	Deal Initiated	The IPO case is officially broadcasted to all FINI users when the listing document is published Despite not having a public offer, the Designated Sponsor must still input a time in the listing timetable section of the IPO Reference Data e-form the "Deal / Public Offer Start Time" (i.e. when the prospectus is published) which prompts FINI to change the IPO status and unlock the next workflow	09:00, T / L-3
2	Placing Approved	Regulatory approval of the international placing is received and the allotment results announcement is to be approved	No later than 17:00, T+1 / L-1
3	Allotment Results Approved	The allotment results announcement is approved	No later than 23:00, T+1 / L-1
4	Trading Started	The IPO case starts trading on the stock exchange	09:00, T+2 / L

By Introduction

High-level summary:

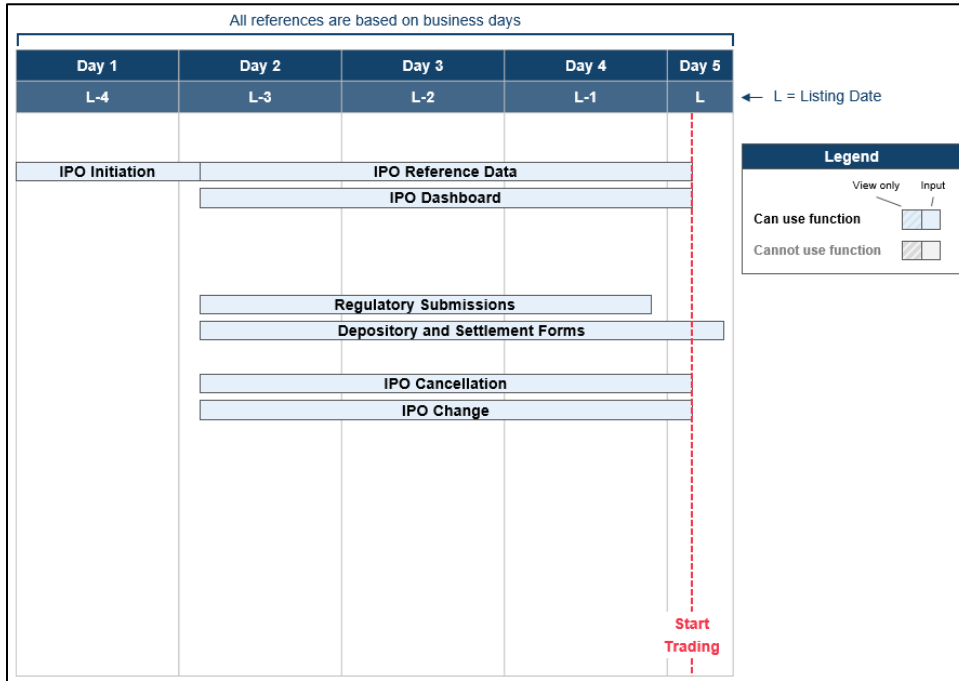


A "By Introduction" case does not involve the sale or issuance of any securities. The Designated Sponsor is required to submit the required legal undertakings and share depository information to complete the settlement procedures.

#	IPO Status ▼	Description	Schedule
1	Deal Initiated	The IPO case is officially broadcasted to all FINI users when the listing document is published Despite not having a public offer, the Designated Sponsor must still input a time in the listing timetable section of the IPO Reference Data e-form the "Deal / Public Offer Start Time" (i.e. when the prospectus is published) which prompts FINI to change the IPO status and unlock the next workflow	09:00, L-3
2	Trading Started	The IPO case starts trading on the stock exchange	09:00, L

Transfer from GEM

High-level summary:



A "Transfer from GEM" case typically does not involve the sale or issuance of any securities. The Designated Sponsor and other Sponsor(s) are simply required to submit the required legal undertakings to complete the settlement procedures.

#	IPO Status ▼	Description	Schedule
1	Deal Initiated	The IPO case is officially broadcasted to all FINI users when the listing document is published Despite not having a public offer, the Designated Sponsor must still input a time in the listing timetable section of the IPO Reference Data e-form the "Deal / Public Offer Start Time" (i.e. when the prospectus is published) which prompts FINI to change the IPO status and unlock the next workflow.	09:00, L-3
2	Trading Started	The IPO case starts trading on the stock exchange	09:00, L

⚠ Should the "Transfer from GEM" case have an offer, the Designated Sponsor would need to select the appropriate offering type in [IPO Reference Data Fields](#). For example, if a Transfer from GEM case has a public offer element, the Designated Sponsor would select "By Public Offer Only" as the offering type and the case would follow the timetable of a ["By Public Offer Only"](#) IPO.

User Access Permissions

As explained in the [User Roles](#) section, a FINI user that has been assigned to an IPO⁴ may have input permissions in certain FINI functions, but only viewing permissions in others for the same IPO.

FINI users that have not been assigned to an IPO may still access information on IPO cases on FINI, however such access is limited to the [IPO Reference Data](#) functions and only after such information has been made public.

The following table sets out the input permissions and viewing permissions for each type of FINI user may have in an assigned IPO.

Designated Sponsor Access Permissions:

#	FINI function	Input permissions	Viewing permissions
1	IPO Initiation	Enter unique FINI case number to unlock IPO case	Accessible from " Deal Initiated " onwards to view summary statistics and notifications of the IPO case
2	IPO Reference Data	Add and submit IPO Reference Data during " Deal Initiated " (only for Designated Sponsor) Amend and re-submit IPO Reference Data before " Trading Started " (as explained in the IPO Change function)	Accessible from " Deal Initiated " onwards to view the IPO case's reference data.
3	Allocation Adjustments	N/A	Accessible from " Deal Initiated " onwards to view information in Allocation Adjustments after submission by the Designated Overall Coordinator.
4	Final Offer Pricing	N/A	Accessible from " Deal Initiated " onwards to view information in Final Offer Pricing after submission by the Designated Overall Coordinator.
5	Control List	N/A	N/A
6	Placee List	N/A	N/A
7	Allotment Results Announcement <ul style="list-style-type: none"> • ARA Form • ARA Document 	ARA Form is accessible from " Deal Initiated " onwards, and may only be submitted by the Designated Sponsor <u>after</u> the offer size and offer price is confirmed by the Designated Overall Coordinator	Same as input permissions

⁴ A FINI user is assigned to an IPO if its firm has been selected in the list of advisers entered by the Designated Sponsor in the [IPO Reference Data](#) function and cleared by HKSCC.

#	FINI function	Input permissions	Viewing permissions
		ARA Document is accessible from " Placing Approved " onwards	
8	Regulatory Submissions <ul style="list-style-type: none"> • Marketing and Independence Statements • Sponsor's Declaration • Transaction Levy Form 	Submission of the Sponsor's Declaration and Transactions Levy Form from " Placing Approved " onwards	<p>For own submissions, same as input permissions</p> <p>Sponsors may view the Marketing and Independence Statements submitted by Overall Coordinators and Distributors</p>
9	Depository and Settlement Forms	<p>Accessible from "Deal Initiated" until one business day before "Trading Started" for submission</p> <p>For placement form (over-allotment option): Accessible from "Commencement of Trading [15:45]" for submission, onwards up to 30 calendar days</p>	Accessible from " Deal Initiated " until "Commencement of Trading Date" for submission

Other Sponsor(s) Access Permissions:

#	FINI function	Input permissions	Viewing permissions
1	IPO Initiation	N/A	Accessible from " Deal Initiated " onwards to view summary statistics and notifications of the IPO case
2	IPO Reference Data	N/A	Accessible from " Deal Initiated " onwards to view the IPO case's reference data.
3	Allocation Adjustments	N/A	Accessible from " Deal Initiated " onwards to view information in Allocation Adjustments after submission by the Designated Overall Coordinator.
4	Final Offer Pricing	N/A	N/A
5	Control List	N/A	N/A
6	Placee List	N/A	N/A

#	FINI function	Input permissions	Viewing permissions
7	Allotment Results Announcement <ul style="list-style-type: none"> • ARA Form • ARA Document 	N/A	<p>ARA Form is accessible "Deal Initiated" onwards, and may only be submitted <u>after</u> the offer size and offer price is confirmed by the Designated Overall Coordinator</p> <p>ARA Document is accessible from "Placing Approved" onwards</p>
8	Regulatory Submissions <ul style="list-style-type: none"> • Marketing and Independence Statements • Sponsor's Declaration • Transaction Levy Form 	Submission of the Sponsor's Declaration and Transactions Levy Form from " Placing Approved " onwards (own submissions only)	<p>For own submissions, same as input permissions</p> <p>Sponsors may view the Marketing and Independence Statements submitted by Overall Coordinators and Distributors</p>
9	Depository and Settlement Forms	<p>Accessible from "Deal Initiated" until one business day before "Trading Started" for submission</p> <p>For placement form (over-allotment option): Accessible from "Trading Started [15:45]" for submission, onwards up to 30 calendar days</p>	Accessible from " Deal Initiated " until " Trading Started " for submission

Legal Adviser (for Sponsor) Access Permissions:

#	FINI function	Input permissions	Viewing permissions
1	IPO Initiation	N/A	N/A
2	IPO Reference Data	<p>If delegated by the Designated Sponsor, input IPO Reference Data from "Deal Initiated" onwards but cannot submit.</p> <p>If delegated by the Designated Sponsor, input amendments to IPO Reference Data before "Trading Started" (as explained in the IPO Change function) but cannot submit.</p>	Accessible from " Deal Initiated " onwards to view the IPO case's reference data.
3	Allocation Adjustments	N/A	Accessible from " Deal Initiated " onwards to view information in Allocation Adjustments after submission by the Designated Overall Coordinator.
4	Final Offer Pricing	N/A	Accessible from " Deal Initiated " onwards to view information in Allocation Adjustments after submission by the Designated Overall Coordinator.

#	FINI function	Input permissions	Viewing permissions
5	Control List	N/A	N/A
6	Placee List	N/A	N/A
7	Allotment Results Announcement <ul style="list-style-type: none"> • ARA Form • ARA Document 	<p>If delegated by the Designated Sponsor, input ARA Form from "Deal Initiated" onwards and after the offer size and offer price is confirmed by the Designated Overall Coordinator but cannot submit.</p> <p>The ARA Document is accessible from "Placing Approved" onwards</p> <p>Only the Designated Sponsor may submit the ARA Form and ARA Document for regulatory review.</p>	Same as input permissions
8	Regulatory Submissions <ul style="list-style-type: none"> • Marketing and Independence Statements • Sponsor's Declaration • Transaction Levy Form 	N/A	<p>Accessible from "Placing Approved" onwards for applicable submissions to be made by each respective user.</p> <p>Legal Advisers (for Sponsors) may view the Marketing and Independence Statements submitted by all Overall Coordinators and Distributors</p>
8	Depository and Settlement Forms	<p>Accessible from "Deal Initiated" until one business day before "Trading Started" for submission</p> <p>For placement form (over-allotment option): Accessible from "Trading Started [15:45]" for submission, onwards up to 30 calendar days</p>	Accessible from "Deal Initiated" until "Trading Started"

Designated Overall Coordinator Access Permissions:

#	FINI function	Input permissions	Viewing permissions
1	IPO Initiation	N/A	N/A
2	IPO Reference Data	N/A	Accessible from "Deal Initiated" onwards to view the IPO case's reference data.
3	Allocation Adjustments	Accessible from "Deal Initiated" onwards	Same as input permissions
4	Final Offer Pricing	Accessible from "Deal Initiated" onwards	Same as input permissions

#	FINI function	Input permissions	Viewing permissions
5	Control List	Accessible after the Designated Overall Coordinator submits the Allocation Adjustments (#3), which results in the system allocating the Final Size of the Institutional Offer Allocate placing quota to other Overall Coordinator(s) and sub-place to Distributors	Same as input permissions
6	Placee List	Input, but not submit , own placee list information from " Deal Initiated " onwards Submission of own placee list only permitted <u>after</u> the submission of Allocation Adjustments by the Designated Overall Coordinator	For own placee lists, same as input permissions For limited view on consolidated placee lists of other Overall Coordinators and Distributors, the limited view of such placee lists is only available after they have been submitted by respective users under "Others' Placee List"
7	Allotment Results Announcement • ARA Document	N/A	ARA Document is viewable only after it has been finalised.
8	Regulatory Submissions • Marketing and Independence Statements • Overall Coordinator's Declaration	Submission of own Marketing and Independence Statements and Overall Coordinator's Declaration from " Placing Approved " onwards	For own submissions, same as input permissions Overall Coordinators may view the Marketing and Independence Statements of other Overall Coordinators and Distributors after they are submitted. Where applicable, Overall Coordinators may view the declarations of other Overall Coordinators after they are submitted.
8	Depository and Settlement Forms	Accessible from "Deal Initiated" until one business day before " Trading Started " for submission For placement form (over-allotment option): Accessible from " Trading Started [15:45]" for submission, onwards up to 30 calendar days	Accessible from " Deal Initiated " until " Trading Started " for submission

Other Overall Coordinator(s) Access Permissions:

#	FINI function	Input permissions	Viewing permissions
1	IPO Initiation	N/A	N/A
2	IPO Reference Data	N/A	Accessible from " Deal Initiated " onwards to view the IPO case's reference data.
3	Allocation Adjustments	Only the Designated Overall Coordinator may submit the Allocation Adjustments	Accessible from " Deal Initiated " onwards

#	FINI function	Input permissions	Viewing permissions
4	Final Offer Pricing	Only the Designated Overall Coordinator may submit the Allocation Adjustments	Accessible from " Deal Initiated " onwards
5	Control List	Accessible after the other Overall Coordinator(s) have been assigned the placing quota from the Designated Overall Coordinator Sub-place to Distributors	Same as input permissions
6	Placee List	Input, but cannot submit , own placee list information from " Deal Initiated " onwards Submission of own placee list only permitted <u>after</u> the submission of Allocation Adjustments by the Designated Overall Coordinator	For own placee lists, same as input permissions For limited view on consolidated placee lists of other Overall Coordinators and Distributors, the limited view of such placee lists is only available after they have been submitted by respective users under "Others' Placee List"
7	Allotment Results Announcement • ARA Document	N/A	ARA Document is viewable only after it has been finalised
8	Regulatory Submissions • Marketing and Independence Statements • Overall Coordinator's Declaration	Submission of own Marketing and Independence Statements and Overall Coordinator's Declaration from " Placing Approved " onwards	For own submissions, same as input permissions Overall Coordinators may view the Marketing and Independence Statements submitted by other Overall Coordinators and Distributors
9	Depository and Settlement Forms	Accessible from "Deal Initiated" until one business day before "Commencement of Trading Date" for submission For placement form (over-allotment option): Accessible from " Trading Started [15:45]" for submission, onwards up to 30 calendar days	Accessible from " Deal Initiated " until " Trading Started " for submission

Distributor Access Permissions:

#	User function	Input permissions	Viewing permissions
1	IPO Initiation	N/A	N/A
2	IPO Reference Data	N/A	Accessible from " Deal Initiated " onwards to view the IPO case's reference data.
3	Allocation Adjustments	N/A	N/A

#	User function	Input permissions	Viewing permissions
4	Final Offer Pricing	N/A	N/A
5	Placee List	Input, but cannot submit , placee list information from " Deal Initiated " onwards Submission of placee lists only permitted <u>after</u> the submission of Allocation Adjustments by the Designated Overall Coordinator	Accessible from " Deal Initiated " onwards after entered on Placee List interface. View own placee lists only.
6	Allotment Results Announcement	N/A	N/A
7	Regulatory Submissions <ul style="list-style-type: none">Marketing and Independence Statements	Submission of the Marketing and Independence Statements from " Placing Approved " onwards .	Same as input permissions View own Marketing and Independence Statement only
8	Depository and Settlement Forms	N/A	Accessible from " Deal Initiated " until " Trading Started " for submission

Legal Adviser (for Issuer) Access Permissions:

#	User function	Input permissions	Viewing permissions
1	IPO Initiation	N/A	N/A
2	IPO Reference Data	N/A	Accessible from " Deal Initiated " onwards to view the IPO case's reference data.
3	Allocation Adjustments	N/A	N/A
4	Final Offer Pricing	N/A	N/A
5	Control List	N/A	N/A
6	Placee List	N/A	N/A
7	Allotment Results Announcement	N/A	ARA Document is viewable only after it has been finalised.

#	User function	Input permissions	Viewing permissions
8	Regulatory Submissions <ul style="list-style-type: none"> • Issuer's Declaration 	Commence inputting information in the Issuer's Declaration from " Placing Approved " onwards	Same as input permissions
9	Depository and Settlement Forms	<p>Accessible from "Deal Initiated" until one business day before "Trading Started" for submission</p> <p>For placement form (over-allotment option): Accessible from "Trading Started [15:45]" for submission, onwards up to 30 calendar days</p>	Accessible from " Trading Started " until " Trading Started " for submission

Exceptions

If a critical step within the IPO settlement process is not completed by the system deadline, the IPO case's status will change to "Suspended". The table sets out the chronological order of FINI workflows and their respective deadlines (with reference to an IPO with a Global Offer, as shown under [IPO Timetable](#)):

#	FINI Functions	Description	Submitter	Submission Deadline
1	IPO Reference Data	IPO case's information for initiation on FINI submitted by the Designated Sponsor	Designated Sponsor	At 14:00, T-5 / L-7
2	Allocation Adjustments	<p>IPO offer size and demand entered by the Share Registrar (Preferential and Public Offer sections only) and the Designated Overall Coordinator (International Offer and Offer Size Confirmation sections only), and the Allocation Adjustments e-form is submitted by the Designated Overall Coordinator</p> <p>⚠ As further explained in the Allocation Adjustments section, the Designated Overall Coordinator may amend certain fields relating to the International Offer, after initial submission of the Allocation Adjustments. However, such amendments must be made prior to the placee list submission deadline.</p> <p>⚠ For offering types that are "By Placing Only", the deadline will be the same as the placee list submission deadline.</p>	Designated Overall Coordinator	<p>At 00:00, T / L-2</p> <p>⚠ At 10:00, T+1 / L-1</p>
3	Final Offer Pricing	The final offer price submitted by the Designated Overall Coordinator.	Designated Overall Coordinator	At 12:00, T / L-2
4	Control List/ Placee List	Managing of placing network and submission of placee lists by Overall Coordinator(s) and Distributors	Designated Overall Coordinator / Other Overall Coordinators / Distributors	At 10:00, T+1 / L-1
5	ARA Form	Information pertaining to the Allotment Results Announcement	Designated Sponsor	At 10:00, T+1 / L-1
6	ARA Document	<p>The submission of the finalised allotment results announcement</p> <p>⚠ Sponsors would need to arrange for the publication of the allotment results announcement on ESS separately, as submission on FINI will not publish the announcement.</p>	Designated Sponsor	At 23:00, T+1 / L-1

⚠ For Regulatory Submissions, the submission deadline would be prior to the issuance of the Final Listing Approval Letter by the Listing Division, as the submission of all regulatory required documents is a condition of the final listing approval.

Once an IPO reaches a "Suspended" status, all downstream system tasks will be halted. Users may continue to access existing FINI functions to view the information entered, but not operate any user functions related to the suspended IPO case.

Under this scenario, the exception can be resolved using two methods:

- (1) With the consent of the Listing Division, the Designated Sponsor uses an "[IPO Change](#)" function to extend the IPO timetable and continue the IPO from the point at which IPO case was suspended.
- (2) The Designated Sponsor uses an "[IPO Cancellation](#)" function, which permanently ends all of the IPO case's downstream tasks and terminates the IPO.

System Downtime

HKEX's response when FINI is undergoing downtime would be on a case-by-case basis, depending on when such downtime occurs (i.e. how close to deadlines of each workflow). The default response is to wait until FINI resumes service, and should there be insufficient time to complete workflows upon resumption of FINI, then the timetable may need to be amended.


⚠ Market participants are advised to contact their respective IPO Vetting teams for further detailed instructions on the procedures during downtime.

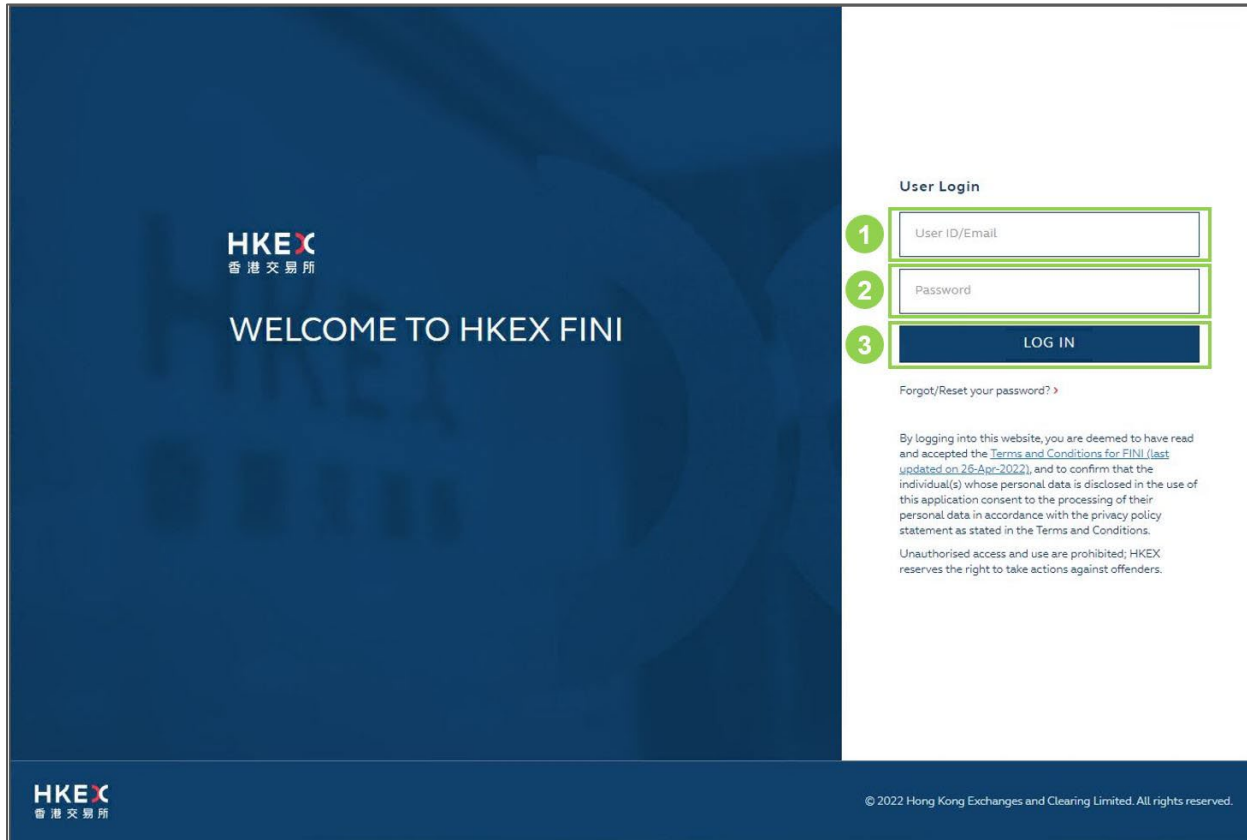
4. Access and Configuration Guide

Login

Once the relevant FINI user accounts have been set up (see [User Profile Setup](#)), individual users may log onto the FINI platform as follows:

1. Visit <https://fini.hkex.com.hk> using a web browser (HKEX officially supports Google Chrome and Microsoft Edge).
2. Input **1 User ID/Email** (user's registered email address) > Input **2 Password** (user's registered password) > Press **3 LOG IN**.

 For information on resetting user passwords, please refer to Section 2 of the HKEX Access Management User Guide.



HKEX
香港交易所

WELCOME TO HKEX FINI

User Login

- 1
- 2
- 3

[Forgot/Reset your password? >](#)

By logging into this website, you are deemed to have read and accepted the [Terms and Conditions for FINI \(last updated on 26-Aug-2022\)](#), and to confirm that the individual(s) whose personal data is disclosed in the use of this application consent to the processing of their personal data in accordance with the privacy policy statement as stated in the Terms and Conditions.

Unauthorised access and use are prohibited; HKEX reserves the right to take actions against offenders.

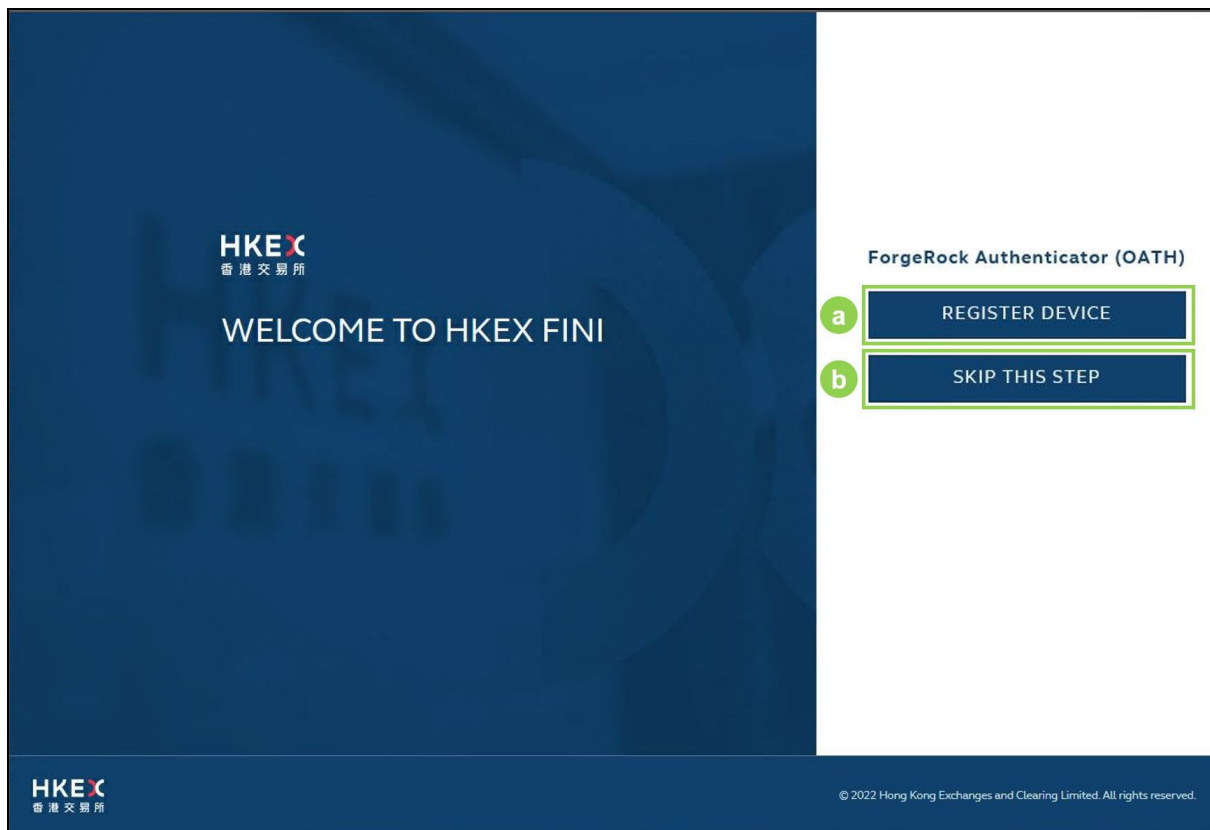
HKEX
香港交易所

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3. Select the One-Time Password (OTP) authentication method of choice:

⚠ This is a one-off selection. Any subsequent logins will be based on the user's chosen one-time password generation method and users will be able to amend their choice. Please refer to the Section 2 of HKEX Access Management User Guide for details.

- a. **REGISTER DEVICE:** To log in using an OTP generator (see **Step 4.**)
- b. **SKIP THIS STEP:** To log in by receiving an OTP by email (see **Step 5.**)



4. If **REGISTER DEVICE** is chosen (see **Step 3.**): open **ForgeRock Authenticator** > Select **1 +** > Scan **2 QR Code** on mobile phone > Select **3 LOGIN USING VERIFICATION CODE** > Input **4 OTP** (from ForgeRock Authenticator) > Press **5 SUBMIT OTP**

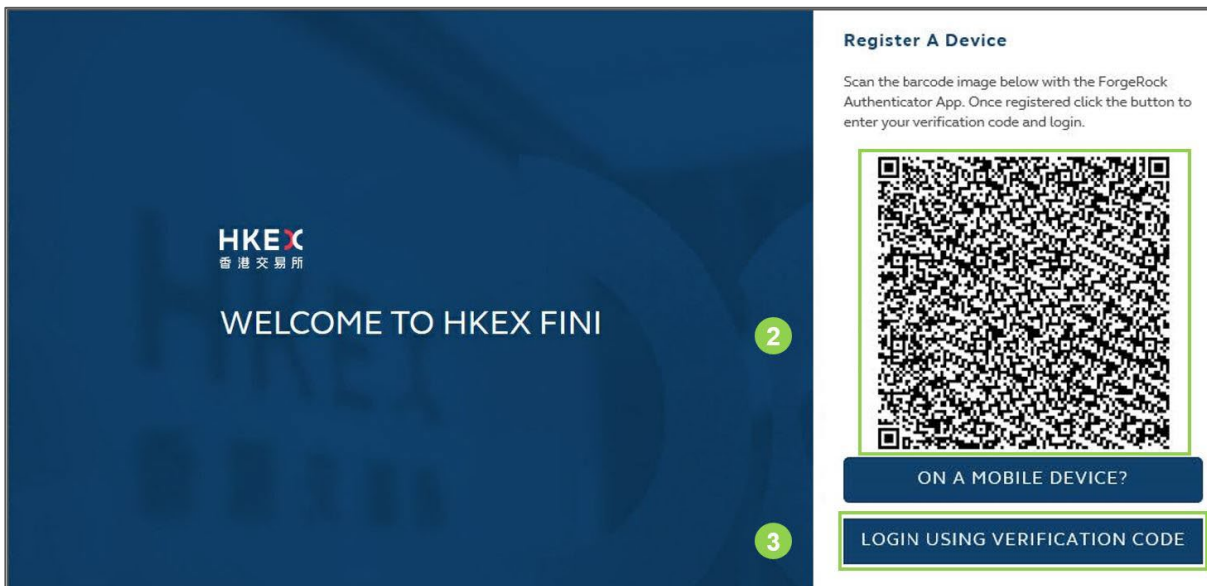
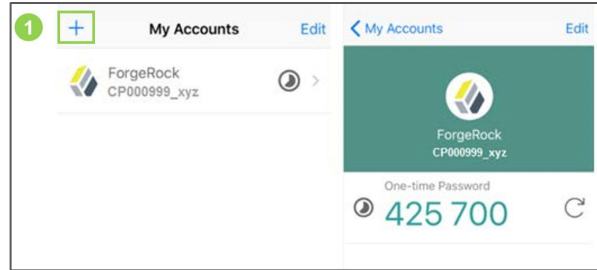
⚠ The **ForgeRock Authenticator** app must be used for OTP generation:



[Google Play](#) (Android devices)

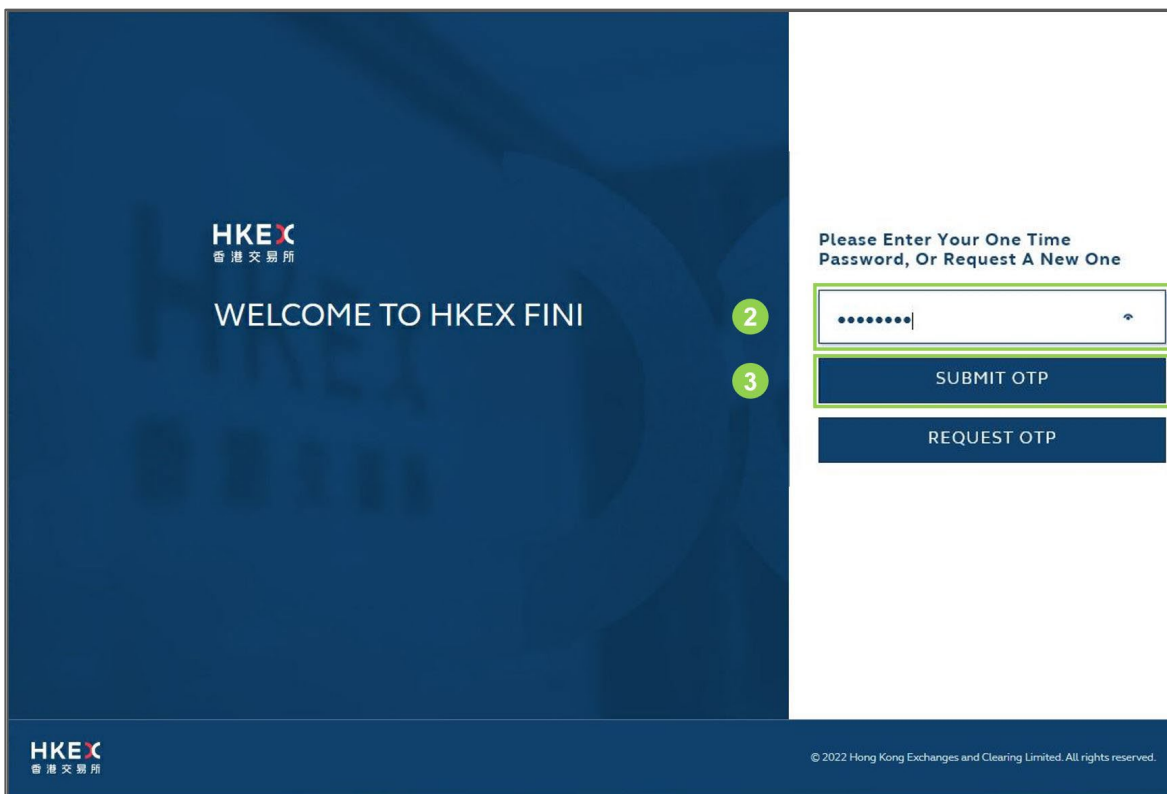
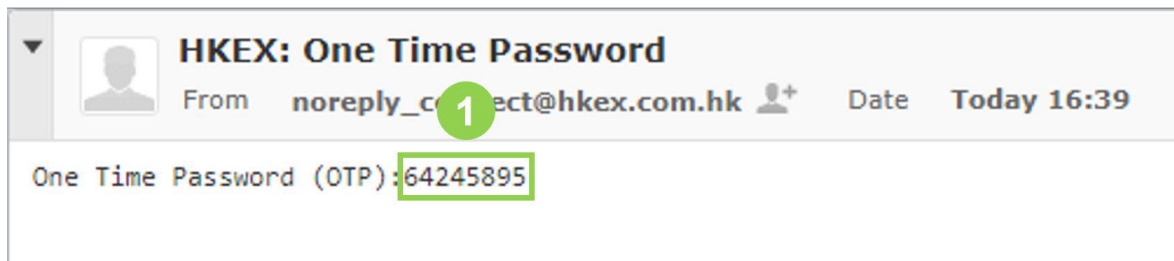


[App Store](#) (iOS devices)



- If **SKIP THIS STEP** is chosen (see **Step 3**): Retrieve **1** **OTP** from email > Input **2** **OTP** > Press **3** **SUBMIT OTP**

⚠ The OTP will be sent to the email address registered under the User ID.



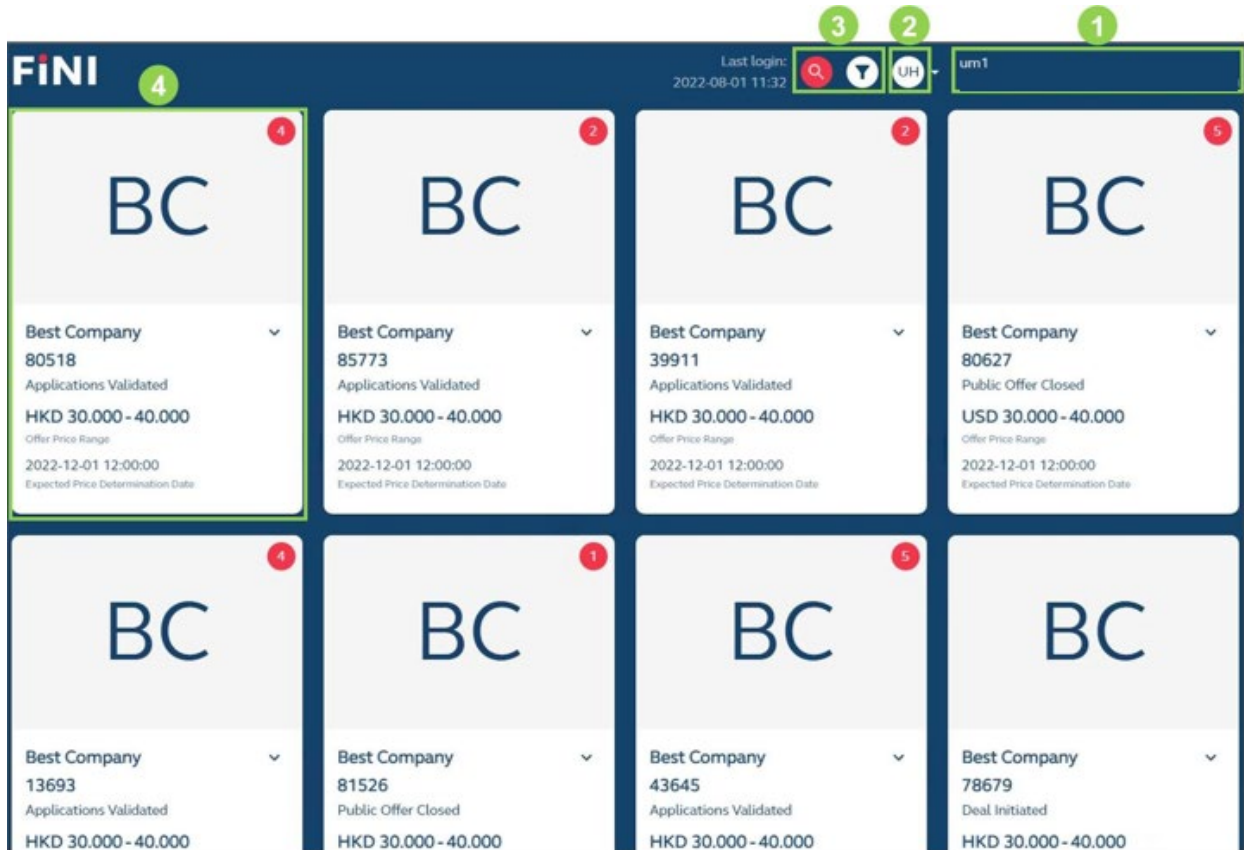
⚠ The FINI platform is also accessible from the homepage of HKEX Access Management Platform (<https://connect.hkex.com.hk/>). The button can be found at the bottom of the menu dashboard.

Upon successful login, the FINI link can be found at the bottom of the menu dashboard:

The screenshot displays the HKEX user dashboard interface. On the left is a dark blue navigation menu with the HKEX logo at the top. The menu items are categorized into 'eServices', 'Market Data', 'Derivatives Trading', 'Cash Trading', 'Participanship', 'Support', and 'FINI'. The 'FINI' link at the bottom of the menu is highlighted with a green rectangular box. The main content area on the right shows a welcome message for user 'am1' on 01-Aug-2022, with weather information (28°C) and navigation tabs for 'Tasks', 'Notifications', 'Events', and 'History'. Below these tabs is a table with columns for 'Classification', 'Company Participant ID', and 'Details', which currently displays 'No Data'. At the bottom of the dashboard, there are two widgets: 'HKEX CALENDAR' for August 2022 and 'WHAT'S ON' featuring a seminar on 'Application of Stock Options and Stock Futures under Volatile' on Friday, 31 May 2019.

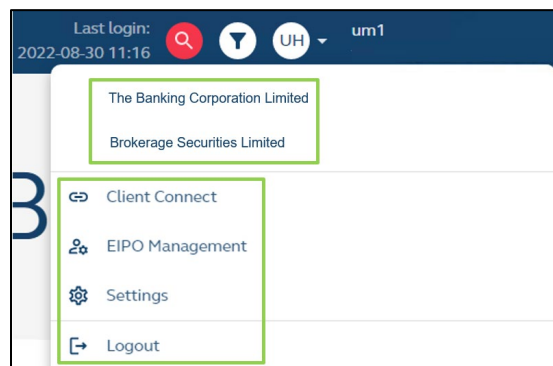
Homepage

Individual users will see the FINI Homepage upon successfully accessing the FINI platform:



1 User Profile: Shows the user and company name

2 Menus: Allows the user to access the Settings, Notifications, IPO Reference Data, Final Offer Pricing, Allocation Adjustments, Allotment Results Announcement, Regulatory Submissions, Dashboard, and Logout functions. This menu will also show list of other HKEX applications accessible by the user, e.g. HKEX Client Connect:



In the above example, the same user belongs to multiple companies, where “The Banking Corporation Limited” acts as a Designated Bank user, while the “Brokerage Securities Limited” acts as an HKSCC Participant user.

△ If the user belongs to multiple companies, the list of companies will also be made available within this menu for the user to switch between profiles.

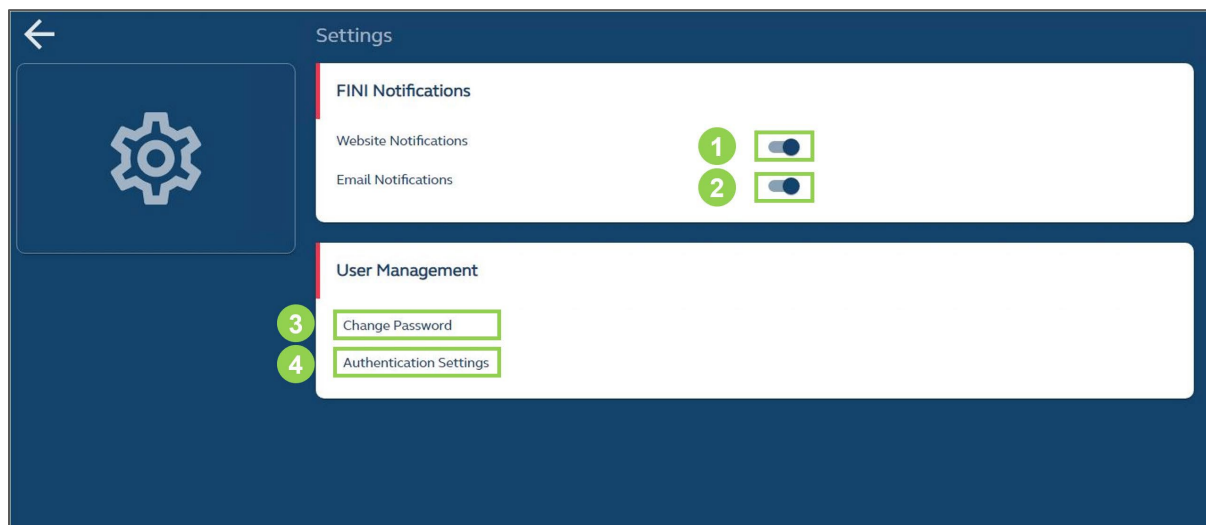
3 Search / Filter: Allows the user to search and filter IPO Cases within the homepage:

- a. **Search:** Company Name (English Full) [**Default**], Company Name (English Short), Company Name (Chinese Full), Company Name (Chinese Short), Stock Code, or ISIN
- b. **Filter:** IPO Status, Trading Currency, Offering Type, Securities to be Listed, Re-launch, Listing Platform, or Listing Type

4 IPO Case: Displays a high level summary of the IPO Case (e.g. stock code, offer price range). Clicking the IPO Case allows the user to enter the IPO. For the Designated Sponsor, please refer to [IPO Initiation](#) on how to create an IPO in FINI.

Menus – Settings

The Settings interface allows users to configure their preferences for receiving system notifications.



1 Website Notifications: Configures whether the user receives system notifications within the FINI platform user interfaces **[Default: Yes]**.

2 Email Notifications: Configures whether the user receives system notifications through email messages **[Default: Yes]**.

⚠ If both configurations are set to “**No**”, the user will not receive any notifications.

⚠ Email notifications will be sent to the registered email address of the user that is used to login into FINI, as set out under the user profile of the [Login](#) section.

3 Change Password: Redirects to HKEX Access Management platform to change user password.

4 Authentication Settings: Redirects to HKEX Access Management platform to register new or remove authentication devices.

Menu – Notifications

The Notifications interface displays the users' list of system notifications.



1 Number of Unread Notifications: Number of notifications that have not been marked as “Read”. If there are no unread notifications, the bubble will be hidden.

2 Mark All as Read / Unread: Marks all unread notifications as “Read”.

3 User Function: Applicable user function related to the notification message.

4 Notification Message: Website notification message.

5 Timestamp: System timestamp of the notification message.

 If the user has configured to not receive website notifications in [Settings](#), no notifications will be posted to this interface.

Menus – Dashboard

The Dashboard interface serves as the landing page when a user accessing an IPO case from its [Homepage](#). It displays several widgets containing summary statistics in relation to the IPO case and buttons to access other user functions.

Note the availability of different widgets and functions will vary depending on the IPO case's Offering Type, IPO status and the individual user's own access permissions. In general:

- If a function is not displayed, it means the user does not have the requisite rights to access and / or operate the function.
- If a function is displayed but greyed out, it means the user has the requisite rights to access and / or operate the function, but the IPO case has not reached the relevant start time of the specific workflow.



1 Last Updated Timestamp: The timestamp of when the statistics within the widgets was last updated.

- 2 Security Type / Value Toggle:** Configures the statistics within the widgets to display in terms of security type (e.g. 100 shares) **[Default]** or value (e.g. HKD 100).
- 3 Milestones:** High level timetable with key dates (and time, when the user hovers the cursor over each Milestone bar) for the IPO, e.g. for subscriptions, allotment and settlement.
- 4 Initial Allocation:** The initial allocation of securities between the Public Offer and International Offer, including any preferential offer (i.e. 100,000 preferential offer shares from the International Offer tranche, as set out in the above example).
- 5 Final Allocation:** The final allocation of securities between the Public Offer and Institutional Offer (including any preferential offer).
- 6 International Offer Subscription Level:** A bar chart summarising initial and final number of securities in the international offer.
- 7 Public Offer Subscription Level:** A line chart summarising the HKSCC Participant's total subscription (updated per hour), by either number of securities or monetary value (by toggling the option in **2**).
- 8 Notifications:** The full list of website notifications related to the IPO case in real time. Further information on the available functions related to this widget can be found in [Notifications](#).
- ⚠ Depending on the offering type, the widgets pertaining to the public and/or international offer may be hidden.

5. Functional Guide

The following is an illustration of the different workflows (from IPO Initiation to Regulatory Submissions) relevant to Sponsors, Legal Advisers and Intermediaries within a sample IPO, *Sample New Listing*.

IPO Initiation

Overview

The IPO Initiation function is for the Designated Sponsor to kickstart the IPO settlement process on FINI by entering the unique FINI Case Number (or FINI Key) that it received in the Post-Hearing Letter into FINI.

Upon clicking the “+ Initiate IPO” button on the bottom right of the [Homepage](#), the Initiate IPO function will be activated as follows:

<p>EA</p> <p>EIPO Allotment_067 99887 Allocation Confirmed HKD 30,000 Final Offer Price 2022-10-26 09:00 Commencement of Trading Date</p>	<p>PP</p> <p>PEACH PEACH 66456 Deal Initiated HKD 30,000 - 40,000 Offer Price Range 2022-10-11 12:00 Public Offer End Date</p>	<p>BB</p> <p>BERRY BERRY 98764 Deal Initiated HKD 30,000 - 40,000 Offer Price Range 2022-10-11 12:00 Public Offer End Date</p>	<p>PP</p> <p>PINEAPPLE PINEAPPLE 41287 Deal Initiated HKD 30,000 - 40,000 Offer Price Range 2022-10-11 12:00 Public Offer End Date</p>
<p>OO</p> <p>ORANGE ORANGE 45127 Deal Initiated HKD 30,000 - 40,000 Offer Price Range 2022-10-11 12:00 Public Offer End Date</p>	<p>AA</p> <p>APPLE APPLE 77704 Deal Initiated HKD 30,000 - 40,000 Offer Price Range 2022-10-11 12:00 Public Offer End Date</p>	<p>BB</p> <p>BANANA BANANA 71008 Deal Initiated HKD 30,000 - 40,000 Offer Price Range 2022-10-11 12:00 Public Offer End Date</p>	<p>HK</p> <p>HELLO KITTY 71001 Deal Initiated HKD 30,000 - 40,000 Offer Price Range 2022-10-11 12:00 Public Offer End Date</p> <p>+ Initiate IPO</p>

Initiate IPO

Unique Fini Case #

Cancel
Submit

Once the FINI Key has been submitted, the system will immediately direct the submitting user to the [IPO Reference Data](#) function.

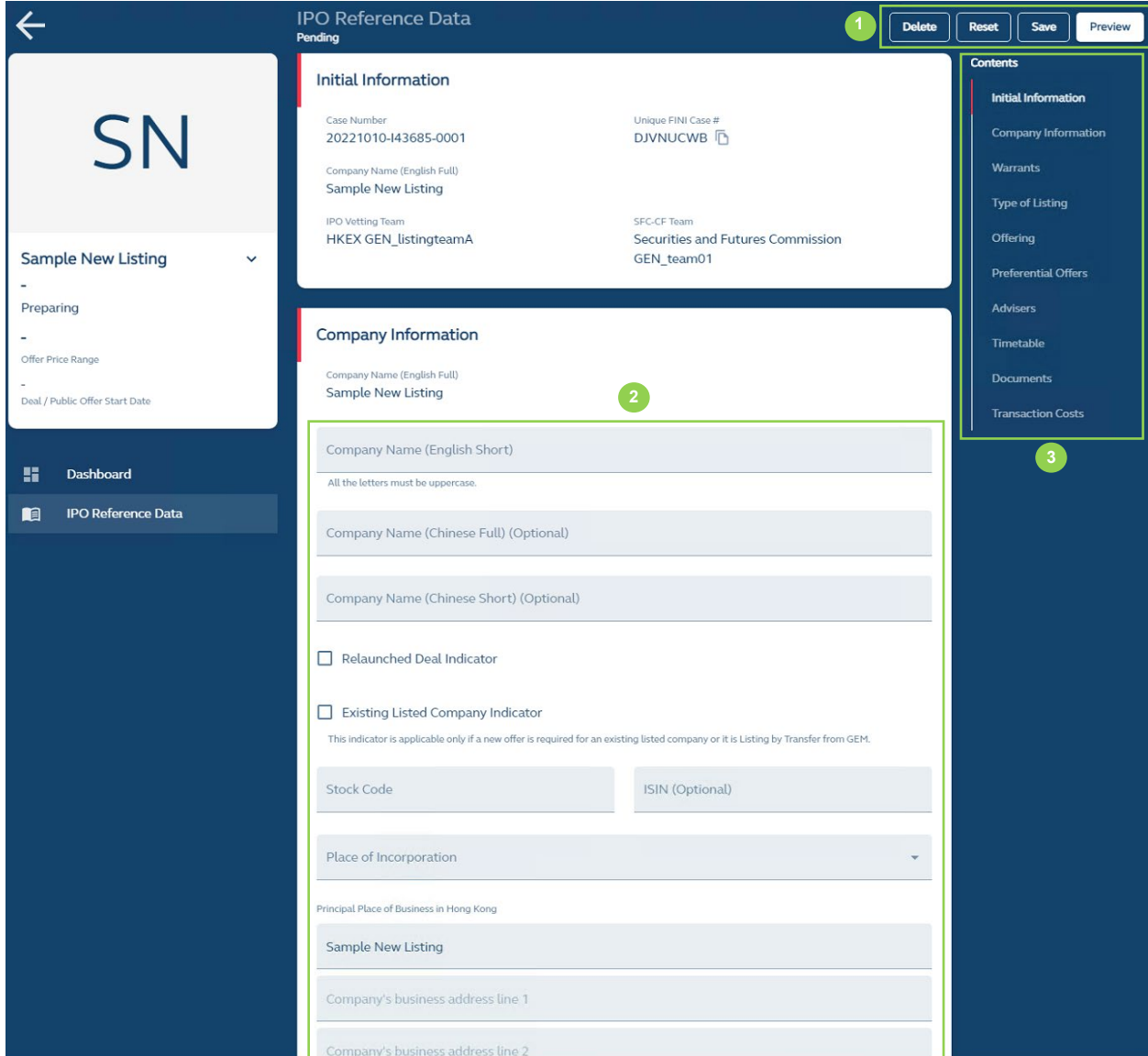
Delegation of IPO Initiation

The Designated Sponsor may delegate the IPO Initiation and subsequent [IPO Reference Data](#) function to the Legal Adviser (for Sponsor). The Legal Adviser (for Sponsor) would simply follow the same steps above to initiate the IPO.

IPO Reference Data

The IPO Reference Data function is for entering key information on the IPO that will be used by FINI for populating downstream workflows.

Overview



The screenshot shows the 'IPO Reference Data' form in a 'Pending' state. The form is divided into several sections:

- Initial Information:** Contains fields for Case Number (20221010-143685-0001), Unique FINI Case # (DJVNUCWB), Company Name (English Full) (Sample New Listing), IPO Vetting Team (HKEX GEN_listingteamA), and SFC-CF Team (Securities and Futures Commission GEN_team01).
- Company Information:** Contains fields for Company Name (English Full) (Sample New Listing), Company Name (English Short), Company Name (Chinese Full) (Optional), Company Name (Chinese Short) (Optional), Relunched Deal Indicator, Existing Listed Company Indicator, Stock Code, ISIN (Optional), Place of Incorporation, and Company's business address line 1 and 2.
- Contents:** A sidebar on the right listing various sections: Initial Information, Company Information, Warrants, Type of Listing, Offering, Preferential Offers, Advisers, Timetable, Documents, and Transaction Costs.

Annotations in the image:

- 1:** A green circle highlights the 'Delete' button in the top right corner.
- 2:** A green circle highlights the 'Company Name (English Full)' field.
- 3:** A green circle highlights the 'Contents' sidebar.

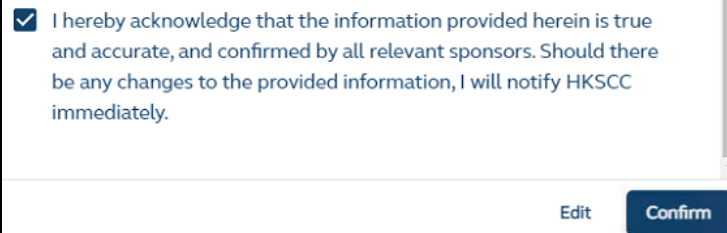
1 Delete: Deletes the IPO case.

⚠ Once an IPO case is deleted, it may not be recovered and a new IPO must be initiated. Should the issuer require a new IPO case to be created, it must contact the relevant IPO Vetting case team to request for a new IPO case creation and a new unique FINI case number.

Reset: Resets the IPO Reference Data function and removes all data entries.

Save: Saves the draft (user may return to work on the draft e-form at a later time).

Preview: Provides a preview of the completed e-form before the submission for HKSCC clearance by the deadline of 14:00 on T-5 / L-7. The submitting user must provide a declaration by checking the relevant box, as shown below, before submission is confirmed:



I hereby acknowledge that the information provided herein is true and accurate, and confirmed by all relevant sponsors. Should there be any changes to the provided information, I will notify HKSCC immediately.

Edit Confirm

2 Input Fields: For the Designated Sponsor or Legal Counsel (for Sponsor), where delegated, to enter information on the IPO case.

For the complete list of IPO Reference Data fields and their descriptions, please refer to [IPO Reference Data Fields](#).

⚠ The information input in the IPO Reference Data interface must be consistent with the information presented in the issuer's published prospectus.

3 Contents: Navigates the interface to the applicable sections of the reference data tables within this interface.

Completed IPO Reference Data

After the IPO Reference Data has been cleared by HKSCC and the issuer's prospectus has been published, all FINI users may access the IPO Reference Data form to view the completed information.

1 Reference Data: The IPO case's latest reference data (see above for list of available data fields).

2 List ↓ : Downloads the [Public IPO Reference Data Report](#), which is a set of .CSV files (under a .ZIP file) containing the IPO case's latest reference data.

⚠ For Sponsors and Legal Advisers (for Sponsors), they will download the [Full IPO Reference Data Report](#).

3 Contents: Navigates the interface to the applicable sections of the reference data tables within this interface.

Comments by HKSCC:

IPO Reference Data 1 3 Delete Reset Save Preview

Reverted

Initial Information

Case Number 20221010-I43685-0001	Unique FINI Case # DJVNUCWB
Company Name (English Full) Sample New Listing	
IPO Vetting Team HKEX GEN_listingteamA	SFC-CF Team Securities and Futures Commission GEN_team01

Company Information

Company Name (English Full)
Sample New Listing 2

Company Name (English Short)
SNLG
All the letters must be uppercase.

Company Name (Chinese Full) (Optional)
上市公司

Company Name (Chinese Short) (Optional)
上市

Relaunch Deal Indicator

Existing Listed Company Indicator
This indicator is applicable only if a new offer is required for an existing listed company or it is Listing by Transfer from GEM.

Stock Code
9970

ISIN (Optional)

Place of Incorporation
Cayman Islands

Contents

- Initial Information
- Company Information
- Warrants
- Type of Listing
- Offering
- Preferential Offers
- Advisers
- Timetable
- Documents
- Transaction Costs

1 Comment Notification: When the IPO Reference Data e-form has been reverted by HKSCC, a comment notification will appear at the top of the page. The specific comments raised by HKSCC on the IPO Reference Data e-form will be displayed (along with a timestamp of when the comment was made) after the user clicks the comment icon:

Comments

HKSCC 2022-10-10 15:44

Please address the comments

Close

⚠ Similar to all other FINI workflows, all comments issued by HKSCC or regulators will be accumulated and displayed under the comment icon.

2 Editable Data Fields: After HKSCC has reverted the IPO Reference Data, the Designated Sponsor user may amend the data fields.

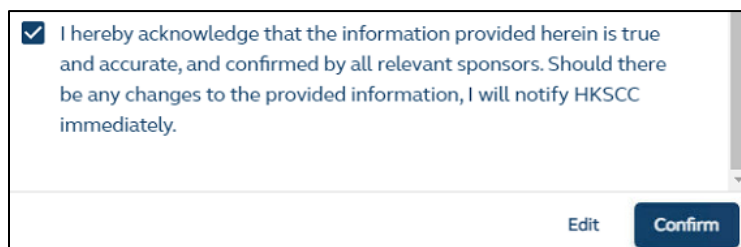
⚠ Both Traditional and Simplified Chinese character inputs are accepted by FINI.

3 Delete: Deletes the draft amendments to the reverted IPO Reference Data

Reset: Resets the IPO Reference Data function and restores all amended fields back to its submitted values.

Save: Saves the draft (user may return to work on the draft e-form at a later time).

Preview: Provides a preview of the amended e-form prior to the submission for HKSCC clearance before the publication of the issuer’s prospectus. The submitting user must provide a declaration by checking the relevant box, as shown below, before submission is confirmed:



I hereby acknowledge that the information provided herein is true and accurate, and confirmed by all relevant sponsors. Should there be any changes to the provided information, I will notify HKSCC immediately.

Edit Confirm

⚠ Once the IPO Reference Data is submitted by a user for HKSCC clearance, only the same submitting user may access the reverted IPO Reference Data e-form and make amendments for re-submission. Other users would only be able to view the amended form after it has been re-submitted for HKSCC clearance.

Delegation of IPO Reference Data

If the IPO is initiated by the **Legal Adviser (for Sponsor)** and the IPO Reference Data fields have all been completed and saved by the Legal Adviser, the **Designated Sponsor is required** to submit the IPO Reference Data. The **Designated Sponsor** would simply click the “+ Initiate IPO” button, and input and submit the **same** Unique FINI Case Number to allow it to access the IPO Reference Data page.

⚠ Concurrent editing between multiple users (including users within the same team) is not supported and only one user may submit information in FINI. Users are reminded to “save” their work before allowing other users to access and make edits to the same workflow.

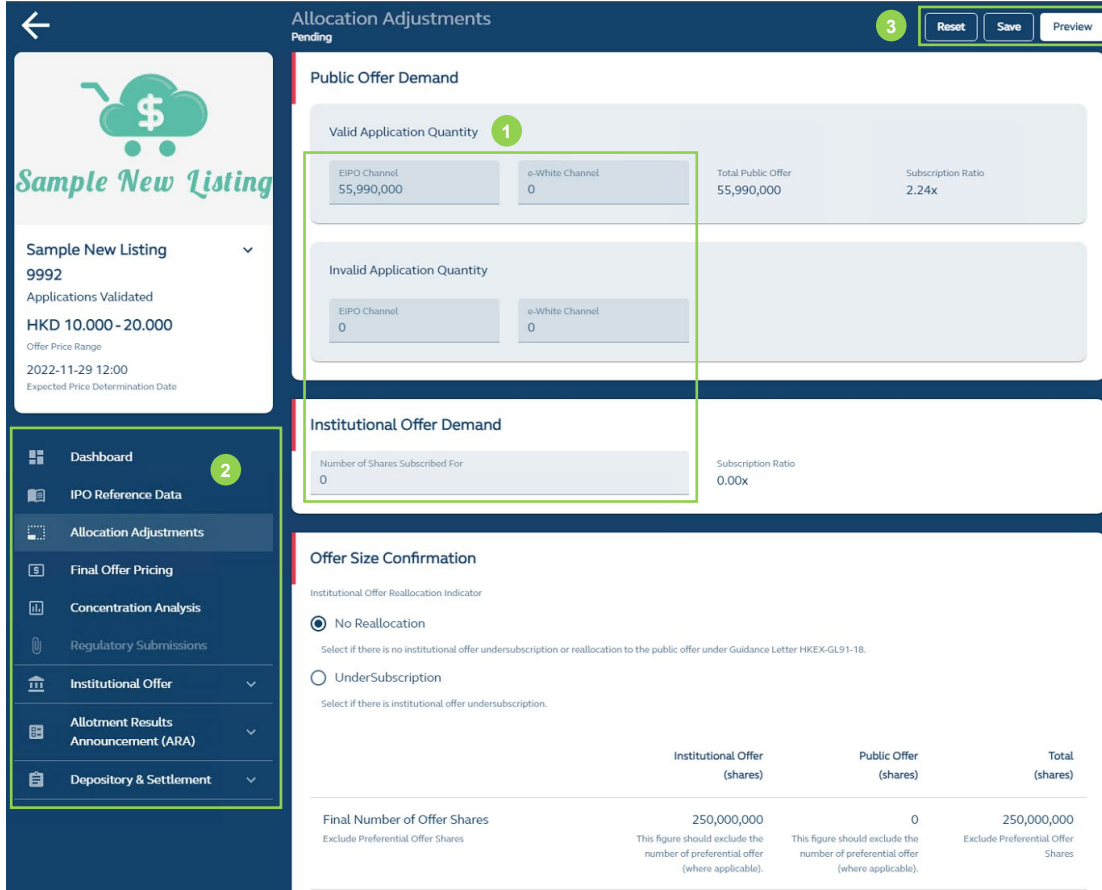
For example, FINI user A and FINI user B would like to edit the same e-form on FINI. If user A saves the form content first, user B will not be able to save their edit. User B has to refresh the form to get the latest update and before it can save. However, the ‘Submit’ action has a higher priority. If user B edits the e-form and then submits (not saves), the information input by user B will overwrite the edit from user A.

Allocation Adjustments

The Allocation Adjustments function allows the Overall Coordinator(s) to confirm the final size of the offer of an IPO. The Allocation Adjustments function does not require regulatory approval.

Overview

At the end of the public offer period and funding confirmation, the Designated Overall Coordinator will complete the Allocation Adjustments function:



The screenshot displays the 'Allocation Adjustments' interface with a 'Pending' status and a '3' indicator in the top right corner. The interface is divided into three main sections:

- Public Offer Demand:** Contains input fields for 'Valid Application Quantity' (EIPO Channel: 55,990,000; e-White Channel: 0) and 'Invalid Application Quantity' (EIPO Channel: 0; e-White Channel: 0). It also shows 'Total Public Offer' (55,990,000) and 'Subscription Ratio' (2.24x).
- Institutional Offer Demand:** Contains an input field for 'Number of Shares Subscribed For' (0) and a 'Subscription Ratio' (0.00x).
- Offer Size Confirmation:** Includes radio buttons for 'No Reallocation' (selected) and 'UnderSubscription'. Below this is a table summarizing the offer sizes.

	Institutional Offer (shares)	Public Offer (shares)	Total (shares)
Final Number of Offer Shares	250,000,000	0	250,000,000
Exclude Preferential Offer Shares	This figure should exclude the number of preferential offer (where applicable).	This figure should exclude the number of preferential offer (where applicable).	Exclude Preferential Offer Shares

1 Input Fields: Information on the offer size and any re-allocations of an IPO, including: any preferential offer subscriptions, public and international offer demand, and offer size confirmation (refer to [Allocation Adjustment Fields](#) for list of available data fields).

⚠️ ONLY the Share Registrar may enter information on preferential offer subscriptions and public offer demand whilst the **Designated Overall Coordinator** is responsible for entering information on international offer demand and the offer size confirmation. The **Designated Overall Coordinator** is responsible for **submitting** the Allocation Adjustments after all required information have been entered.

⚠ The **Designated Overall Coordinator** is reminded to **CONFIRM** with the **Share Registrar** on the preferential offer subscriptions and public offer demand entered in the e-form prior to submission to ensure the information on this e-form matches the Public Offer Allotment File. **Please note the IPO will be SUSPENDED (i.e. timetable will be delayed by at least one business day) should there be any mismatch of information between the Public Offer application quantities reported in Allocation Adjustments and the Public Offer Allotment File submitted by the Share Registrar.**

2 Section: Navigates the interface to the applicable section of the reference data tables.

3 Reset: Resets and restores all data fields in this function to their default values.

Save: Saves the draft (user may return to work on the draft e-form at a later time).

Preview: Provides a preview of the completed information before submission by the deadline of **00:00** on **T / L-2**.

⚠ For “By Public Offer only” offering types, even though there may not be an Overall Coordinator in the IPO, a Designated Overall Coordinator role still needs to be assigned to the IPO case in FINI (i.e. in the [IPO Reference Data](#) list of advisers) in order to submit the Allocation Adjustments (in which all information would have been completed by the Share Registrar). In this case, the Designated Sponsor may assign one of the underwriters or itself, to fulfill this role, solely, for the purposes of making this submission on FINI.

Offer Size Confirmation:

⚠ The Offer Size Confirmation section will be completed by the Designated Overall Coordinator. Sponsors and Legal Advisers will have enquiry rights to view the information once it has been entered and saved on the interface.

The screenshot displays the 'Allocation Adjustments' section, which is currently in a 'Pending' state. It is divided into three main panels:

- Public Offer Demand:** Shows 'Valid Application Quantity' with EIPO Channel at 55,990,000, e-White Channel at 0, and Total Public Offer at 55,990,000. The Subscription Ratio is 2.24x. The 'Invalid Application Quantity' section shows 0 for both channels.
- Institutional Offer Demand:** Shows 'Number of Shares Subscribed For' as 500,000,000 and a 'Subscription Ratio' of 2.22x.
- Offer Size Confirmation:** Features the 'Institutional Offer Reallocation Indicator' with a red circle '1' highlighting the 'No Reallocation' option. Below this is a table comparing 'Final Number of Offer Shares' for Institutional Offer (225,000,000), Public Offer (25,000,000), and Total (250,000,000).

1 International Offer Reallocation Indicator: Depending on the subscription levels of the public and international offer tranche (automatically calculated by FINI), the options available under the international offer reallocation indicator will change:

Field name	Input method	Length	Notes
International Offer Reallocation Indicator	List (single selection)	N/A	<p>Indication of the subscription level of the international offer and any discretionary reallocation of shares between the international offer and public offer tranche under Guidance Letter HKEX-GL91-18, with the following choices in the specified order:</p> <ol style="list-style-type: none"> (1) No Reallocation [Default Option] <ul style="list-style-type: none"> - select if there is no reallocation to the public offer under Guidance Letter HKEX-GL91-18 (2) Undersubscription (option only appears if there is an undersubscription in the international offer) <ul style="list-style-type: none"> - select if there is international offer undersubscription (3) Reallocation <ul style="list-style-type: none"> - select if there is reallocation to the public offer pursuant to Guidance Letter HKEX-GL91-18 <p>⚠ For avoidance of doubt, under circumstances where an issuer must conduct a mandatory clawback, pursuant to PN18 of the Listing Rules, the system default option "No Reallocation" is selected by FINI and cannot be changed.</p>

Field name	Input method	Length	Notes
			⚠ For offers under a single tranche (i.e. by placing only or by public offer only) the system default option “No Reallocation” is selected by FINI and <u>cannot</u> be changed.

Undersubscription in an international offer:

The screenshot displays the 'Allocation Adjustments' interface. On the left is a sidebar with navigation options: Dashboard, IPO Reference Data, Allocation Adjustments (selected), Final Offer Pricing, Concentration Analysis, Regulatory Submissions, Institutional Offer, Allotment Results Announcement (ARA), and Depository & Settlement. The main content area is titled 'Allocation Adjustments Pending' and includes 'Reset', 'Save', and 'Preview' buttons. It is divided into four sections: 'Valid Application Quantity' (EIPO Channel: 55,990,000; e-White Channel: 0; Total Public Offer: 55,990,000; Subscription Ratio: 2.24x), 'Invalid Application Quantity' (EIPO Channel: 0; e-White Channel: 0), 'Institutional Offer Demand' (Number of Shares Subscribed For: 200,000,000; Subscription Ratio: 0.89x), and 'Offer Size Confirmation'. The 'Offer Size Confirmation' section has two radio buttons: 'No Reallocation' and 'UnderSubscription' (selected). Below this is a table:

	Institutional Offer (shares)	Public Offer (shares)	Total (shares)
Final Number of Offer Shares Exclude Preferential Offer Shares	225,000,000	25,000,000	250,000,000
	<small>This figure should exclude the number of preferential offer (where applicable).</small>	<small>This figure should exclude the number of preferential offer (where applicable).</small>	<small>Exclude Preferential Offer Shares</small>

2 Undersubscription: Only available if there is international offer undersubscription.

3 Reallocate undersubscribed international offer shares to public offer: Input total number of public offer shares, after taking up unsubscribed international offer shares:

Offer Size Confirmation

Institutional Offer Reallocation Indicator


No Reallocation
Select if there is no institutional offer undersubscription or reallocation to the public offer under Guidance Letter HKEX-GL91-18.

UnderSubscription
Select if there is institutional offer undersubscription.

	Institutional Offer (shares)	Public Offer (shares)	Total (shares)
Final Number of Offer Shares <small>Exclude Preferential Offer Shares</small>	200,000,000 <small>This figure should exclude the number of preferential offer (where applicable).</small>	50,000,000 <small>This figure should exclude the number of preferential offer (where applicable).</small>	250,000,000 <small>Exclude Preferential Offer Shares</small>

FINI automatically adjusts the number of international offer shares after the number of public offer shares after reallocation is updated.

Reallocation in an international offer:



Sample New Listing

Sample New Listing 9992

Applications Validated

HKD 10.000 - 20.000
Offer Price Range

2022-11-29 12:00
Expected Price Determination Date

- Dashboard
- IPO Reference Data
- Allocation Adjustments**
- Final Offer Pricing
- Concentration Analysis
- Regulatory Submissions
- Institutional Offer
- Allotment Results Announcement (ARA)
- Depository & Settlement

Allocation Adjustments

Pending Reset Save Preview

Valid Application Quantity

EIPO Channel: 55,990,000	e-White Channel: 0	Total Public Offer: 55,990,000	Subscription Ratio: 2.24x
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Invalid Application Quantity

EIPO Channel: 0	e-White Channel: 0
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Institutional Offer Demand

Number of Shares Subscribed For: 500,000,000	Subscription Ratio: 2.22x
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Offer Size Confirmation

Institutional Offer Reallocation Indicator

No Reallocation
Select if there is no institutional offer undersubscription or reallocation to the public offer under Guidance Letter HKEX-GL91-18.

Reallocation 4
Select if there is institutional offer reallocation to the public offer under Guidance Letter HKEX-GL91-18.

	Institutional Offer (shares)	Public Offer (shares)	Total (shares)
Final Number of Offer Shares <small>Exclude Preferential Offer Shares</small>	225,000,000 <small>This figure should exclude the number of preferential offer (where applicable).</small>	25,000,000 5 <small>This figure should exclude the number of preferential offer (where applicable).</small>	250,000,000 <small>Exclude Preferential Offer Shares</small>

4 Reallocation: Reallocation from the international offer to the public offer pursuant to Guidance Letter HKEX-GL91-18.

5 Reallocate international offer shares to public offer: Input total number of public offer shares, after reallocation from international offer:

Offer Size Confirmation

Institutional Offer Reallocation Indicator

No Reallocation
Select if there is no institutional offer undersubscription or reallocation to the public offer under Guidance Letter HKEX-GL91-18.

Reallocation
Select if there is institutional offer reallocation to the public offer under Guidance Letter HKEX-GL91-18.

	Institutional Offer (shares)	Public Offer (shares)	Total (shares)
Final Number of Offer Shares <small>Exclude Preferential Offer Shares</small>	200,000,000 <small>This figure should exclude the number of preferential offer (where applicable).</small>	50,000,000 <small>This figure should exclude the number of preferential offer (where applicable).</small>	250,000,000 <small>Exclude Preferential Offer Shares</small>

FINI automatically adjusts the number of international offer shares after the number of public offer shares after reallocation is updated.

⚠ The maximum amount of re-allocation from the international offer to the public offer would be subject to the requirements of HKEX-GL91-18.

Edits After Submission

After the **Designated Overall Coordinator** has submitted the Allocation Adjustments and after the submission deadline of **00:00 on T / L-2**, the **Designated Overall Coordinator** may edit the offer-size adjustment option and over-allocation fields under the International Offer section of this interface:

The screenshot displays the 'Allocation Adjustments' interface for a 'Public Offer Confirmed' listing. The interface includes a sidebar with navigation options and three main data sections.

Allocation Adjustments (Public Offer Confirmed) 1 2 Edit

Public Offer Demand

Valid Application Quantity		Total Public Offer	Subscription Ratio
EIPO Channel	e-White Channel	55,990,000	2.24x
55,990,000	0		

Invalid Application Quantity	
EIPO Channel	e-White Channel
0	0

Institutional Offer Demand

Number of Shares Subscribed For	Subscription Ratio
500,000,000	2.22x

Offer Size Confirmation

Institutional Offer Reallocation Indicator
Reallocation

	Institutional Offer (shares)	Public Offer (shares)	Total (shares)
Final Number of Offer Shares Exclude Preferential Offer Shares	200,000,000	50,000,000	250,000,000
Over-allocation Over-allotment Option 15.00% (inclusive of Offer Size Adjustment Option)	37,500,000	0	37,500,000
Final Size of the Offer	237,500,000	50,000,000	287,500,000

1 Status: After the submission deadline of **00:00 on T / L-2**, the status of Allocation Adjustments is updated to “Public Offer Confirmed”.

2 Edit: Allows the Designated Overall Coordinator to adjust the international offer size:

Allocation Adjustments

Cancel
Reset
Save
Preview

Institutional Offer Demand

Number of Shares Subscribed For
500,000,000

Subscription Ratio
2.22x

Offer Size Confirmation

Institutional Offer Reallocation Indicator

No Reallocation
Select if there is no institutional offer undersubscription or reallocation to the public offer under Guidance Letter HKEX-GL91-18.

Reallocation
Select if there is institutional offer reallocation to the public offer under Guidance Letter HKEX-GL91-18.

	Institutional Offer (shares)	Public Offer (shares)	Total (shares)
Final Number of Offer Shares <small>Exclude Preferential Offer Shares</small>	200,000,000 <small>This figure should exclude the number of preferential offer (where applicable).</small>	<input style="width: 100%;" type="text" value="50,000,000"/> <small>This figure should exclude the number of preferential offer (where applicable).</small>	250,000,000 <small>Exclude Preferential Offer Shares</small>
Size Adjustment Option Exercised <small>Offer Size Adjustment Option 15.00%</small>	<input style="width: 100%;" type="text" value="37,500,000"/>	<input style="width: 100%;" type="text" value="0"/>	37,500,000 <small>Must not exceed 37,500,000</small>
Over-allocation <small>Over-allotment Option 15.00% (inclusive of Offer Size Adjustment Option)</small>	<input style="width: 100%;" type="text" value="37,500,000"/>	<input style="width: 100%;" type="text" value="0"/>	37,500,000 <small>Must not exceed 43,125,000</small>
Final Size of the Offer	275,000,000	50,000,000	325,000,000

3 Cancel: Cancels the edit and leaves the editing page, back to the submitted form.

Reset: Resets and restores all editable fields to their submitted values, whilst remaining on the editing page.

Save: Saves the draft (user may return to work on the draft e-form at a later time).

Preview: Provides a preview of the information before submission.

4 Size Adjustment Option: Displays the number of additional shares to be issued.

Over-allocation: Displays the number of shares that are over-allocated.

⚠ The Designated Overall Coordinator may make further adjustments to the size of the international offer (as set out above) **before** the placee list submission deadline of **10:00 on T+1 / L-1**. Please note any changes made to the Allocation Adjustments may affect the [Placee List](#) function and the submission of placee lists for regulatory approval. For example, where there is a reduction to the previously submitted number of shares in the final size of the international offer, the control list will be reset (i.e. all international offer shares assigned back to the Designated Overall Coordinator, and all previous sub-allocations will be removed). The Designated Overall Coordinator is reminded to coordinate with the syndicate for any changes to the number of international offer shares.

Final Offer Pricing


The Designated Overall Coordinator confirms the final offer price of an IPO via the Final Offer Pricing interface.

Overview

←

Final Offer Pricing
Pending

1
Reset
Save
Preview



Sample New Listing

Sample New Listing
9992
Applications Validated
HKD 10,000 - 20,000
Offer Price Range
2022-11-29 12:00
Expected Price Determination Date

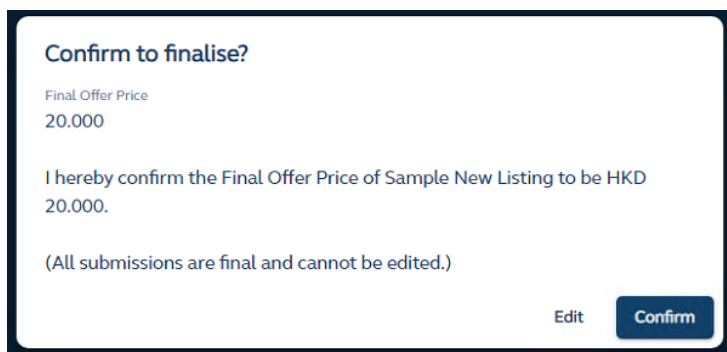
<small>Minimum Offer Price</small> 10,000	<small>Maximum Offer Price</small> 20,000	<small>Downward Price Flexibility</small> 10%
<div style="border: 2px solid #90EE90; padding: 5px; display: inline-block;"> <small>Final Offer Price</small> 20,000 </div>		

- Dashboard
- IPO Reference Data
- Allocation Adjustments
- Final Offer Pricing
- Concentration Analysis
- Regulatory Submissions
- Institutional Offer
- Allotment Results Announcement (ARA)
- Depository & Settlement

1 Reset: Resets and restores the final offer price field to a blank field.

Save: Saves the draft (user may return to work on the draft e-form at a later time).

Preview: Provides a preview prior to submission before the deadline at **noon of T / L-2:**



Confirm to finalise?

Final Offer Price
20.000

I hereby confirm the Final Offer Price of Sample New Listing to be HKD 20.000.

(All submissions are final and cannot be edited.)

Edit Confirm

⚠ Once the Final Offer Pricing is submitted, **no further amendments** can be made on the system. In the unlikely event of a change to the Final Offer Price be required after it has been submitted, the IPO must first be cancelled and then relaunched on FINI.

2 Final Offer Price: The Designated Overall Coordinator inputs the final offer price.

⚠ If the IPO case does not have an offer, the Final Offer Pricing function is disabled and hidden.

⚠ The Final Offer Price is bound by the upper end of the maximum offer price and the lower end of the minimum offer price + exercise of maximum 10% price reduction, in accordance with Guidance Letter GL90-18. (Please refer to [Final Offer Pricing Fields](#) for further details).


Control List

The Control List function is for the **Overall Coordinators** and **Distributors** (together, “**Intermediaries**”) to manage the distribution/sub-placing of international offer shares.

Overview

The step by step workflow for creating the Control List is as follows:

- (i) At the outset, the entire international offer shares are automatically assigned to the first Overall Coordinator on the IPO’s adviser list (who will be the Designated Overall Coordinator).
- (ii) The Designated Overall Coordinator may retain the shares or sub-place any portion of the shares to other Overall Coordinators (if any) or to Distributors (which are selected based on the “list of advisers” entered in the [IPO Reference Data](#). Sub-placing shares will create a new layer in the placing network.

 The number of shares sub-placed to a downstream layer in the placing network will serve as a sub-placing quota for that downstream Intermediary, where the number of shares placed by such downstream Intermediary cannot exceed the sub-placing quota.

Any Intermediary that receives shares may either retain the shares or sub-allocate any portion of the shares to other Intermediaries participating in the IPO. This creates additional layers in the placing network.

Any Intermediary that has sub-placed shares to another Intermediary, may either partially or fully withdraw the sub-placed shares from the lower-tier Intermediary without affecting the placee list of that lower-tier Intermediary, only if the lower-tier Intermediary has not fully utilised the sub-placing quota (i.e. placed shares to clients or sub-placed to downstream Intermediaries).

Function Description

For the **Designated Overall Coordinator**, they will use the Full Control List function:

Full Control List

Control List (OC)

Sub-placing

	Distributor	1st Allocation	2nd Allocation	3rd Allocation	
1	OC1 Limited	100,000,000			
1.1	OC2 Limited		50,000,000		
1.1.1	Distributor 1 Limited			50,000,000	
1.2	Distributor 2 Limited		37,000,000		
1.2.1	Distributor 3 Limited			500,000	
Total		100,000,000	87,000,000	50,500,000	237,500,000

Placee Submission Progress

Distributor	Allocation	Submitted	Submission Progress	Placees	Excluding Duplicate Placees
OC1 Limited	100,000,000	100,000,000	<div style="width: 100%; background-color: #ffc107;">100%</div>	25	25
OC2 Limited	50,000,000	0	<div style="width: 0%; background-color: #17a2b8;">0%</div>	0	0
Distributor 1 Limited	50,000,000	0	<div style="width: 0%; background-color: #17a2b8;">0%</div>	0	0
Distributor 2 Limited	37,000,000	0	<div style="width: 0%; background-color: #17a2b8;">0%</div>	0	0
Distributor 3 Limited	500,000	500,000	<div style="width: 100%; background-color: #ffc107;">100%</div>	3	3
Total	237,500,000	100,500,000	<div style="width: 42%; background-color: #17a2b8; border: 1px solid #ffc107;">42%</div>	28	28

● Outstanding ● Submitted ^ With duplicated Placees

1 Full Control List: offers a view of the entire placing network for the Designated Overall Coordinator:

The **Designated Overall Coordinator** (i.e. OC1 Limited) is able to view:

- each layer of sub-placing between the other OC (OC2 Limited) and Distributors (Distributor 1 Limited, Distributor 2 Limited, Distributor 3 Limited), including the number of shares sub-placed;
- the submission progress of the syndicate; and
- the number of placees placed by the syndicate (as well as the number of placees after aggregation of the same placees across multiple placee lists).

The Designated Overall Coordinator is able to input, amend or reset all sub-placing user inputs in the Control List function. Resetting the Control List function would reassign all shares to the Designated Overall Coordinator and remove all downstream allocations.

⚠ If there is only one Overall Coordinator in an IPO, it would automatically be the Designated Overall Coordinator.

⚠ OC1 Limited is unable to amend its allocation to Distributor 2 Limited after it has fully utilised its sub-placing quota through submitting placee lists to its end investors (100 million shares).

To amend the allocation, OC1 Limited would need to withdraw part of its allocation to its end investors. To do this, OC1 Limited may request to the Listing Division to revert placee list entries (i.e. back to an “Outstanding” status).

For **other Overall Coordinator(s)** (i.e. non-Designated Overall Coordinators) and **Distributors**, they will use the **Own Control List** function:

Own Control List

The Own Control List function is also known as Control List (Distributors) on the FINI interface. The following example is from the perspective of OC2 Limited:

Control List (Distributor) 1			
Sub-placing			
100,000,000 From OC1 Limited			
Distributor			
OC2 Limited	50,000,000 2		Sub-place
Distributor 1 Limited	50,000,000 3		-
Total	50,000,000	50,000,000	100,000,000

1 Own Control List: offers a limited view (i.e. one level up, one level down, from the perspective of OC2 Limited only) and displays OC2 Limited’s allocation of placing shares.

2 OC2 Limited: Receives 100,000,000 shares from OC1 Limited, retains 50,000,000 shares for placing to its own clients, and sub-distributes 50,000,000 shares to Distributor 1 Limited.

Other Overall Coordinators and Distributors will be free to input, amend or reset the number of shares they sub-place to a downstream Distributor before the sub-distributors submits their placee lists (i.e. OC2 Limited may amend its allocation to Distributor 1 Limited).

3 Distributor 1 Limited: Receives 50,000,000 from OC2 Limited for placing to its own clients.

Other Overall Coordinators will also be able to view the Full Control List, but will not be able to make any amendments.

How It Works

First Allocation by the Designated Overall Coordinator:



After the **Designated Overall Coordinator** confirms the offer size (see [Allocation Adjustments](#) section above), all international offer shares are first assigned to the Designated Overall Coordinator for distribution to the syndicate. The Designated Overall Coordinator (i.e. OC1 Limited) will then assign the placing shares to each respective Overall Coordinator (if any) or sub-place to downstream Distributors:

Control List (OC)

Sub-placing

	Distributor	1st Allocation	
1	OC1 Limited	237,500,000	1 Sub-place
Total		237,500,000	237,500,000

Placee Submission Progress

Distributor	Allocation	Submitted	Submission Progress	Placee Submission Progress	
				Placees	Excluding Duplicate Placees
OC1 Limited	237,500,000	0		0	0
Total	237,500,000	0		0	0

● Outstanding
 ● Submitted
 ^ With duplicated Placees

1 Sub-place: for the Designated Overall Coordinator to allocate placing shares to other Overall Coordinators or for sub-placing shares to a downstream Distributors. Other Overall Coordinators and Distributors would use the same button for sub-placement to downstream Distributors.

Control List (OC)

Sub-placing

	Distributor	1st Allocation	
1	OC1 Limited	237,500,000	Sub-place
Distributor <input type="text" value="OC2 Limited"/>		Sub-place Amount <input type="text" value="0"/> <input type="button" value="x"/> <input type="button" value="✓"/>	
Total	OC2 Limited	237,500,000	237,500,000

Placee

Distributor	Allocation	Submitted	Submission Progress	Placees	Excluding Duplicate Placees
OC1 Li	237,500,000	0	<div style="width: 0%;"></div>	0	0
Total	237,500,000	0	<div style="width: 0%;"></div>	0	0


● Outstanding ● Submitted ^ With duplicated Placees

After pressing the sub-place button, the user must (i) select a “Distributor” from the list provided by FINI (which is based on the list entered in [IPO Reference Data](#) by the Designated Sponsor); (ii) enter the amount of sub-placing shares; (iii) confirm the sub-distribution (✓) or cancelling the edit (x).

FINI will automatically adjust the allocation to OC1 Limited after successfully sub-placing to OC2 Limited:

Sub-placing

	Distributor	1st Allocation	2nd Allocation	
1	OC1 Limited	137,500,000		Sub-place
1.1	OC2 Limited		100,000,000	Sub-place <input type="button" value="✓"/> <input type="button" value="x"/>
Total		137,500,000	100,000,000	237,500,000

OC1 Limited may also amend the allocation to OC2 Limited via  or delete the entire allocation (explained in further detail below under “Delete Sub-placement”) via “-”.

2 Placee Submission Progress: Tracks the placee submission progress of itself and its downstream Distributors. After OC1 Limited has sub-placed to Distributor Securities Limited, both placee submission progress statuses are visible to XYZ Securities Limited.

Placee Submission Progress					
Distributor	Allocation	Submitted	Submission Progress	Placees	Excluding Duplicate Placees
OC1 Limited	137,500,000	0	<div style="width: 0%; background-color: #00AEEF;"></div>	0	0
OC2 Limited	100,000,000	0	<div style="width: 0%; background-color: #00AEEF;"></div>	0	0
Total	237,500,000	0	<div style="width: 0%; background-color: #00AEEF;"></div>	0	0

● Outstanding
 ● Submitted
 ^ With duplicated Placees

⚠ Only Overall Coordinators can track the progress of the entire syndicate. Distributors can only track the placee submission of their own placee submissions via the [Placee List](#) function.

3 Number of Placees: A tally of the number of placees placed by each Overall Coordinator or Distributor. If there are duplicate placees across multiple placee lists, FINI will aggregate such duplicate placees and the number of placees excluding duplicate placees will be shown under the column “Excluding Duplicate Placees”.

Delete Sub-placement

Should an upstream Intermediary (i.e. OC1 Limited) need to remove the entire allocation to a downstream Intermediary (i.e. OC2 Limited), it may delete the sub-placement row in its control list:

Sub-placing			
	Distributor	1st Allocation	2nd Allocation
1	OC1 Limited	137,500,000	Sub-place
1.1	OC2 Limited		Sub-place - 1
Total		137,500,000	100,000,000

1 Delete allocation: Deletes the entire allocation to OC2 Limited. After initiating the deletion, a confirmation message is prompted:

Confirm to apply the changes?

Changes will be applied to the Control List immediately.

Cancel Confirm

Once confirmed, the allocation previously sub-placed to OC2 Limited is added back to OC1 Limited:

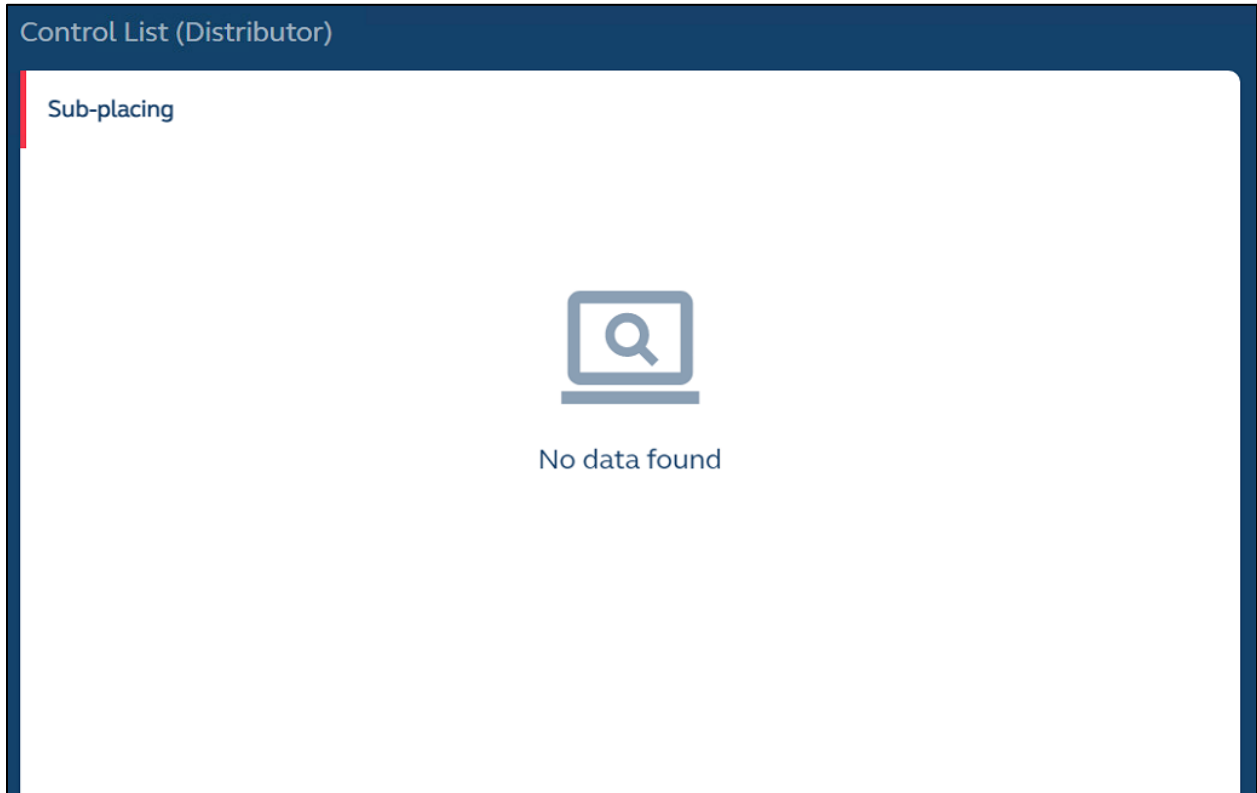
Sub-placing			
	Distributor	1st Allocation	
1	OC1 Limited	237,500,000	Sub-place
Total		237,500,000	237,500,000

If OC2 Limited had submitted any placee lists prior to its removal from the placing network, such placee lists will revert to a “Pending” status:

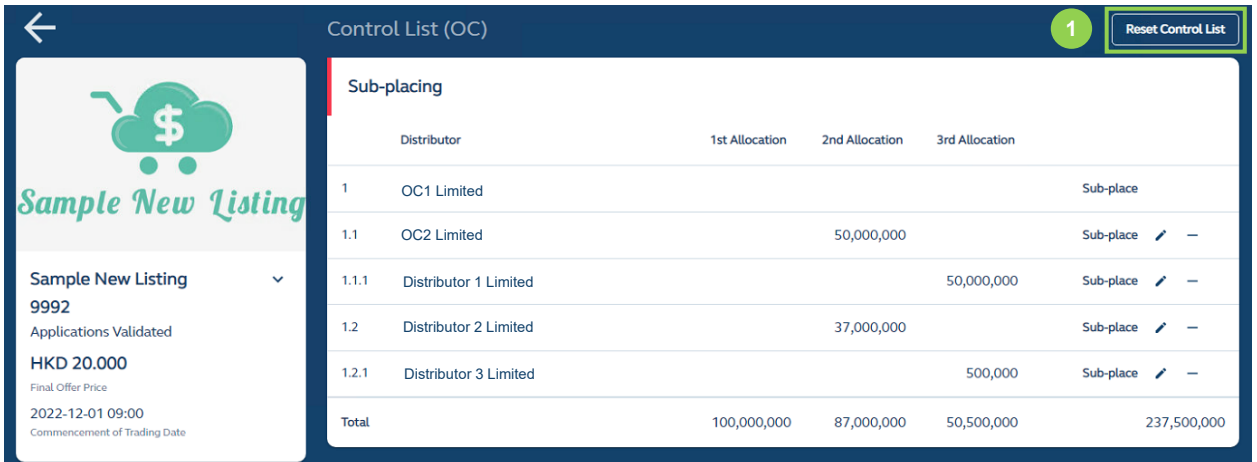
Own Placee List						
Pending		Submitted		Finalised		
<input type="button" value="Delete"/>	<input type="button" value="+ Entry"/>	<input type="button" value="Data File"/>	<input type="button" value="Submit"/>	<input type="button" value="Template.xlsx"/>	<input type="button" value="List"/>	<input type="button" value="Full N..."/> <input type="text" value="Search by Full Nam..."/>
<input type="checkbox"/>	Last Modified ↓	ID Number	Full Name (English) / Full Company Name (English)	Full Name (Chinese) / Full Company Name (Chinese)	No. of Shares Allotted	
<input type="checkbox"/>	2022-10-14 16:26	J2949140	Person Four		600,000	▼
<input type="checkbox"/>	2022-10-14 16:26	P3634946	Person Three		600,000	▼
<input type="checkbox"/>	2022-10-14 16:26	K7966338	Person Two		3,000,000	▼
<input type="checkbox"/>	2022-10-14 16:25	U9458373	Person One		900,000	▼

2 Revert to Pending Status: OC2 Limited may delete the reverted placee list entries or leave such entries in the interface, so that if it is allocated shares in the international offer again, it would not need to re-enter the placee lists for submission to regulators.

The Control List of the downstream Intermediary (i.e. OC2 Limited) will also be removed:



Reset Control List



1 Reset Control List: This function operates the same as “Delete Sub-Placement” but for the entire control list. This is simply for convenience if the upstream Intermediary requires a complete reset of its control list.

After initiating the reset, a confirmation message is prompted:

Confirm to reset control list?

All sub-placed shares will be returned to the first Overall Coordinator on adviser list.

Cancel
Confirm

Once confirmed, the allocations previously sub-placed to OC2 Limited and all downstream Distributors will be re-allocated back to OC1 Limited:

Control List (OC)

Sub-placing

	Distributor	1st Allocation	
1	OC1 Limited	237,500,000	Sub-place
Total		237,500,000	237,500,000

Placee Submission Progress

Distributor	Allocation	Submitted	Submission Progress	Placees	Excluding Duplicate Placees
OC1 Limited	237,500,000	0	<div style="width: 0%; height: 10px; background-color: #004a7c;"></div>	0	0
Total	237,500,000	0	<div style="width: 0%; height: 10px; background-color: #004a7c;"></div>	0	0

● Outstanding
 ● Submitted
 ^ With duplicated Placees

Placee List

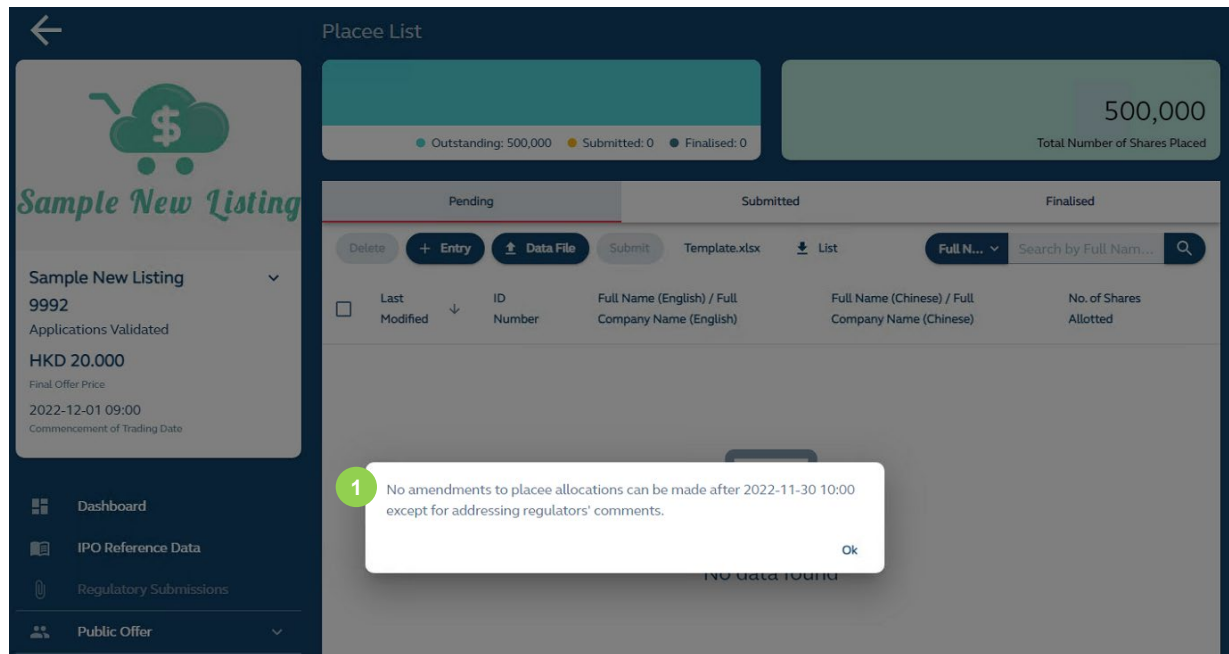
The Placee List function is for **Overall Coordinator(s)** and **Distributors** to submit placee lists for Regulatory review and approval. Submitters of placee lists can enter placee list entries online or upload an excel file, based on the placee list template provided in the Placee List function.

 The placee list template used will be identical to the template available on the [HKEX website](#).

The format of the Placee List Template is identical to the format of the placee list entry in the Placee List interface.

Overview

Once the public offer period commences, the Overall Coordinator and Distributors may access the Placee List function to create placees as private pre-drafts (i.e. at “Pending” status) which can be amended or deleted at any time.



The screenshot displays the 'Placee List' interface. On the left, there is a sidebar with a 'Sample New Listing' card showing details like '9992', 'Applications Validated', 'HKD 20.000', and '2022-12-01 09:00'. The main area shows a summary of '500,000' Total Number of Shares Placed, with a progress bar for Outstanding (500,000), Submitted (0), and Finalised (0). Below this is a table with tabs for 'Pending', 'Submitted', and 'Finalised'. The 'Pending' tab is active, showing a table with columns: Last Modified, ID Number, Full Name (English) / Full Company Name (English), Full Name (Chinese) / Full Company Name (Chinese), and No. of Shares Allotted. A notification box is overlaid on the table with the text: '1 No amendments to placee allocations can be made after 2022-11-30 10:00 except for addressing regulators' comments. Ok'.

1 A reminder on the submission deadline (at **10:00** of **T+1 / L-1**) of the placee lists is presented when the user first accesses the Placee List function:

An overview of the placee list layout:

The screenshot shows the 'Placee List' interface. On the left is a sidebar for 'Sample New Listing' with details like '9992', 'Applications Validated', 'HKD 20,000', and '2022-12-01 09:00'. The main area is titled 'Placee List' and features a yellow status bar (1) showing 'Outstanding: 0', 'Submitted: 100,000,000', and 'Finalised: 0'. To the right, a light blue box (2) displays '100,000,000 Total Number of Shares Placed'. Below this is a disclaimer (3). The 'Own Placee List' section (4) has tabs for 'Pending', 'Submitted', and 'Finalised'. A toolbar (5) includes 'Delete', '+ Entry', 'Data File', 'Submit', 'Template.xlsx', and 'List'. A search bar (6) is labeled 'Full N...' and 'Search by Full Nam...'. The table (7) has columns: 'Last Modified', 'ID Number', 'Full Name (English) / Full Company Name (English)', 'Full Name (Chinese) / Full Company Name (Chinese)', and 'No. of Shares Allotted'.

1 **Submission Status:** A colour-coded status bar showing the submission status of the placee list. Once placee lists are submitted, the bar will change to yellow (in real-time). Once all the placee list entries are approved by the Listing Division, the whole bar will become navy in colour.

2 **Number of Securities:** Number of securities allocated to the submitting user for placing based on the input from the [Control List](#).

- 3 **Warning Statement:** Only for Overall Coordinators, as they will have access to a limited view of the consolidated placee list (explained in more detail below under Overall Coordinator Place Lists).
- 4 **Submission Tabs:** All draft placee list entries are under “Pending”. Once a submitting user has submitted its placee entries, they will be shown under the “Submitted” tab. Likewise, after all the placee list entries have been reviewed by regulators and approved by the Listing Division, the placee lists will be shown under the “Finalised” tab.
- 5 **Download Report:** Download the current snapshot of the placee list (see [Placee List](#) report below).
- 6 **Search Function:** Search the placee list entries by English and Chinese (Traditional and Simplified) names.
- 7 **Sort by Columns:** Sort placee list entries in ascending or descending order for each of the columns.

How It Works

The Placee List function flow of Distributors is identical to Overall Coordinator(s), as placee list submitters. The Placee List Template can be used by users to upload placees by bulk via the Placee List interface. It is an .XLSX file with three worksheets for individual placees, nominee placees, and corporate placees.

Uploading of placee list entries via bulk upload

The screenshot displays the 'Placee List' interface. On the left is a sidebar with a 'Sample New Listing' card and navigation links for 'Dashboard', 'IPO Reference Data', and 'Allocation Adjustments'. The main area shows a 'Placee List' header with a progress bar (Outstanding: 100,000,000, Submitted: 0, Finalised: 0) and a 'Total Number of Shares Placed' of 100,000,000. Below this is a table titled 'Own Placee List' with columns for 'Pending', 'Submitted', and 'Finalised'. The table has a header row with columns: 'Last Modified', 'ID Number', 'Full Name (English) / Full Company Name (English)', 'Full Name (Chinese) / Full Company Name (Chinese)', and 'No. of Shares Allotted'. A row of data is shown with a date of 2022-10-14 16:26, ID J2949140, and 600,000 shares. A search bar and a 'Data File' button are also visible.

1 Download template: Download the placee list template directly via FINI platform or alternatively on the HKEX website. User must input all required information in the spreadsheet, as shown below.

⚠ There are two types of Placee Categories: one does not require supporting documents, and the other requires supporting documents. It is **mandatory** to select a placee category, by entering a mark (“Y”), under “without required supporting document” (i.e. select Not Applicable, if none of the categories apply).

If a placee is a connected client, the submitting user will enter a mark (“Y”) in both placee categories, as demonstrated in the below examples “Nominnee Placees” and “Corporate Placees”.

Example:

⚠ The following template sets out **all** the different placee categories that are selectable under those that require supporting documents and those that do not. Please note Regulators may request for additional information on placee categories during the vetting process. You may upload such additional information via the **Supporting Document** button (as explained below on pages 75 and 76).

Individual Placees

ID Type	Issuing country or jurisdiction	ID Number	Full Name (English)	Full Name (Chinese)	Residential Address					Full Telephone Number		Number of Shares allotted	Name of Placee's Employer	Placee Category (Without Required Supporting Document)					Placee Category (With Required Supporting Document)				Remarks		
					Flat, Floor, Building	Estate/Street No. & Street	District	City	Country	Country code	Telephone Number			Cornerstone investor	Existing or past employee of the issuer	Customer or client of the issuer	Supplier to the issuer	Not Applicable	Connected client	Existing shareholder / director and close associate	Sponsor or its close associate	Underwriter and/or Distributor or its close associate			
HKID	HKG	M735589(9)	Alice Hung	洪逗沙	House 10	Ondina Heights	Central & Western	HK	PRC	852	88765432	500,000	CDE	Y											

Nominee Placees

ID Type	Issuing country or jurisdiction	ID Number	Full Name (English)	Full Name (Chinese)	Residential Address					Full Telephone Number		Number of Shares allotted	Name of Placee's Employer	Placee Category (Without Required Supporting Document)					Remarks	Details of Beneficial Ownership					Remarks						
					Flat, Floor, Building	Estate/Street No. & Street	District	City	Country	Country code	Telephone Number			Cornerstone investor	Existing or past employee of the issuer	Customer or client of the issuer	Supplier to the issuer	Not Applicable		Connected client	Existing shareholder / director and close associate	Sponsor or its close associate	Underwriter and/or Distributor or its close associate	ID Type		Issuing country or jurisdiction	ID Number	Full Name (English)	Full Name (Chinese)		
HKID	HKG	B799234(2)	Angela Gui	桂花华	House 13	Twelve Peaks, 12 Mount Kellet Road	Central & Western	Hong Kong	People's Republic of China	852	33049425	900,000	Investment Capital Limited	Y					Y	Y						HKID	HKG	B799234(2)	Nicole Jin	金鑫鑫	
																									HKID	HKG	483479(3)	Benjamin Chan	陳皮奶		

Applicable Placee Type(s)	Name	Description
Individual, Nominee, Corporate	Sponsor or its close associate	As defined under Main Board Listing Rules Chapter 1
Individual, Nominee, Corporate	Underwriter and/or Distributor or its close associate	As defined under Main Board Listing Rules Chapter 1

2 Upload completed template: Once the excel template is completed, upload it on the FINI interface. If the upload is successful, the user will see all placee list entries from the excel file under the “Pending” tab of the Placee List interface:

Own Placee List

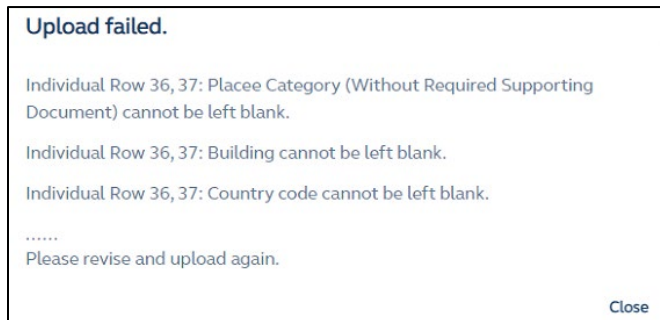
Pending
Submitted
Finalised

Delete
+ Entry
↑ Data File
Submit
Template.xlsx
↓ List
Full N... ▾
Search by Full Nam... 🔍

<input type="checkbox"/>	Last Modified ↓	ID Number	Full Name (English) / Full Company Name (English)	Full Name (Chinese) / Full Company Name (Chinese)	No. of Shares Allotted	
<input type="checkbox"/>	2022-10-14 17:04	L0518759	Person Thirty-Two		5,000,000	▾
<input type="checkbox"/>	2022-10-14 17:04	R4264257	Person Thirty-One		1,000,000	▾
<input type="checkbox"/>	2022-10-14 17:04	J8657966	Person Thirty		7,000,000	▾
<input type="checkbox"/>	2022-10-14 17:04	M5634694	Person Twenty-Nine		9,000,000	▾
<input type="checkbox"/>	2022-10-14 17:04	M7816697	Person Twenty-Eight		9,000,000	▾
<input type="checkbox"/>	2022-10-14 17:04	S3401564	Person Twenty-Seven		1,000,000	▾

S3401564 Person Twenty-Seven
 File upload successfully.




⚠ Please ensure the format of the excel uploaded onto FINI is identical to the template (i.e. same rows and columns) and the fields are entered correctly. FINI will perform system validations on each field, as if the placee list entries were directly entered via the FINI interface. If not, the uploading of the excel file will be rejected and FINI will inform the submitting user of the error(s) for rectification in the form of error messages on the interface:



Placees requiring supporting documents


3 Manual Amendments of Placee List Entries: After successfully uploading the placing list, the user must manually upload supporting documents for each placee that is a connected client, existing shareholder, director and/or his/her close associate before such placee list entries are submitted. Otherwise, FINI will reject such submissions. The user may access the “Edit” button by expanding to the full view of the placee entry (select down arrow):

⚠ The different types of supporting document will depend on the placee category selected. Nevertheless, the document requirements will be set out in a letter provided by the Listing Division sent to the Sponsors after the Listing Committee hearing. Sponsors are expected to disseminate such letter to all syndicate members in order to ensure all required submissions are made to the Listing Division in a timely manner.

<input type="checkbox"/>	2022-10-14 17:06	U2266839	Person Eighteen	10,000,000	 		
ID Type	Passport	ID Country / Jurisdiction	TON	ID Number	U2266839	Full Name (English)	Person Eighteen
Full Name (Chinese)	-	Residential Address	186 Tower 186 Avenue HK HK China	Country Code	852		
Telephone Number	30051116	Number of Shares Allotted	10,000,000	Name of Placee's Employer	Business 186	Placee Category (Without Required Supporting Document)	Not Applicable
Placee Category (With Required Supporting Document)	Connected client	Supporting Document	 missing attachment.	Remarks (Optional)	-		
<input type="button" value="Edit"/>							

The interface only shows a few particulars of the placee list and the rest of the information will be expanded after pressing the arrow.

After selecting “Edit”, the manual input function (see below) of the placee lists is activated and the user would scroll down to the supporting document upload field:

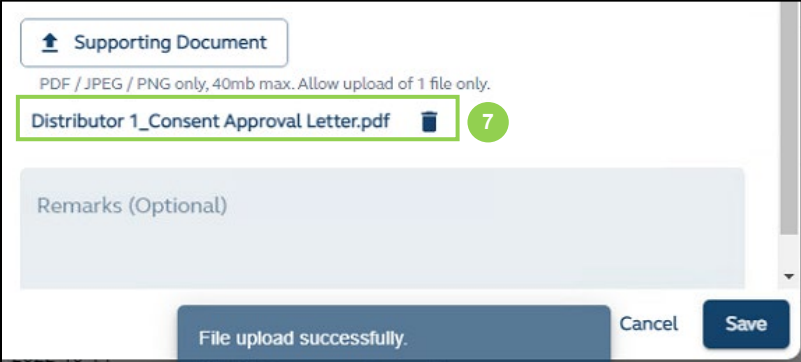
Placee Category (Without Required Supporting Document)	4
Not Applicable 	
Placee Category (With Required Supporting Document)	5
Connected client 	
 Supporting Document	6
PDF / JPEG / PNG only, 40mb max. Allow upload of 1 file only.	
missing attachment.	

4 Placee Category (Without Required Supporting Document): Selection based on what was marked in the uploaded excel template.

5 Placee Category (With Required Supporting Document): Selection based on what was marked in the uploaded excel template. If a placee category (with required supporting document) was not marked and needs to be marked, a user may manually amend or add the placee category by selecting the dropdown menu:


6  Supporting Document: Upload the relevant consent or waiver approval letter from the Listing Division.

⚠ The Sponsors must ensure a copy of the consent or waiver approval letter from the Listing Division is provided to the Overall Coordinator or Distributor user responsible for uploading the supporting document onto FINI. The submitting user must ensure the name of the file references the name of its firm before uploading them onto FINI.



Supporting Document

PDF / JPEG / PNG only, 40mb max. Allow upload of 1 file only.

Distributor 1_Consent Approval Letter.pdf  **7**

Remarks (Optional)

File upload successfully. Cancel Save

7 Supporting Document Attachment: After the supporting document is successfully uploaded, the user may view the uploaded file, and delete the file if it needs to re-upload a new document. Once all relevant fields are completed, the user may save the placee list and return back to the Placee List interface.

⚠ With reference to Guidance Letter HKEX-GL110-21, any placees which require consent or waivers granted by the Listing Division should be sought in advance to avoid any potential delays to the issuer's listing timetable.

Manual Entry of Placee List:

Alternatively, a user may wish to add an entry via the FINI interface instead of uploading an excel template:

The screenshot displays the 'Placee List' interface. At the top, there are two summary cards: a teal card on the left showing 'Outstanding: 100,000,000', 'Submitted: 0', and 'Finalised: 0'; and a light green card on the right showing '100,000,000' and 'Total Number of Shares Placed'. Below these is a disclaimer. The main section is titled 'Own Placee List' and features a table with columns for 'Pending', 'Submitted', and 'Finalised'. At the bottom of the table, there is a toolbar with buttons for 'Delete', '+ Entry', 'Data File', 'Submit', 'Template.xlsx', and 'List'. The '+ Entry' button is highlighted with a green box and a circled '1' next to it. To the right of the toolbar is a search bar with a dropdown menu labeled 'Full N...' and a search icon.

1 Add Entry: Allows the user to input placee information directly on the FINI interface:

Add Entry

Placee Type

Individual

Nominee

Corporation

ID Type ▼ ID Country / Jurisdiction ▼

ID Number

Full Name

English

Chinese

Residential Address

Flat, Floor, Building

Estate/Street No. & Street

District

District

City

Country

Full Telephone Number

Country Code Telephone Number

Number of Shares Allotted

Name of Placee's Employer

Placee Category (Without Required Supporting Document) ▼

Placee Category (With Required Supporting Document) ▼

Remarks (Optional)

Cancel Save

Submission of placee list entries on the FINI interface

100,000,000

Total Number of Shares Placed

● Outstanding: 100,000,000 ● Submitted: 0 ● Finalised: 0

① The information shown in the Consolidated Placee List should only be used for placing orders in this share offering transaction. Using this information for any other purposes without the consent of the relevant placees may result in a breach of Paragraph 21.3.5 (c) of the Code of Conduct for Persons Licensed by or Registered with the Securities and Futures Commission and the Personal Data (Privacy) Ordinance.

Own Placee List

Pending
2
Submitted
Finalised

Delete
+ Entry
Data File
Submit

Template.xlsx
List

Full N...

Search by Full Nam...

	Last Modified	ID Number	Full Name (English) / Full Company Name (English)	Full Name (Chinese) / Full Company Name (Chinese)	No. of Shares Allotted	
1	<input checked="" type="checkbox"/>	2022-10-14 17:13	U2266839	Person Eighteen	10,000,000	▼
	<input checked="" type="checkbox"/>	2022-10-14 17:06	L0518759	Person Thirty-Two	5,000,000	▼
	<input checked="" type="checkbox"/>	2022-10-14 17:06	R4264257	Person Thirty-One	1,000,000	▼
	<input checked="" type="checkbox"/>	2022-10-14 17:06	J8657966	Person Thirty	7,000,000	▼
	<input checked="" type="checkbox"/>	2022-10-14 17:06	M5634694	Person Twenty-Nine	9,000,000	▼
	<input checked="" type="checkbox"/>	2022-10-14 17:06	M7816697	Person Twenty-Eight	9,000,000	▼


1 Select the placee entries for submissions: Once all placee list entries have been uploaded or entered, and the user has reviewed the accuracy of the entries, the user may select entries ready for submission to regulators.

2 Submit: Pressing the submitting button will submit the selected placee entries to the regulators.

⚠ Once the placee list entries have been submitted, the user will be unable to make any further amendments unless such placee list entry or entries are reverted by regulators with comments. Regulators will issue comments on each specific placee list entry directly on the interface in real-time.

⚠ Reminders of the placee submission deadline will be sent to Intermediaries 2 hours before the placee submission deadline at 10:00 of T / L-2 and, again, 45 minutes before the deadline.

Regulator Comments:



Sample New Listing
9992

Applications Validated

HKD 10.000 - 20.000

Offer Price Range

2022-12-01 09:00

Commencement of Trading Date

Placee List







● Outstanding: 5,900,000
 ● Submitted: 94,100,000
 ● Finalised: 0

100,000,000

Total Number of Shares Placed

① The information shown in the Consolidated Placee List should only be used for placing orders in this share offering transaction. Using this information for any other purposes without the consent of the relevant placees may result in a breach of Paragraph 21.3.5 (c) of the Code of Conduct for Persons Licensed by or Registered with the Securities and Futures Commission and the Personal Data (Privacy) Ordinance.

Own Placee List

Pending		Submitted		Finalised		
Delete		+ Entry		Data File		
		Submit		Template.xlsx		
		List		Full N... v		
		Search by Full Nam...		Q		
<input type="checkbox"/>	Last Modified ↓	ID Number	Full Name (English) / Full Company Name (English)	Full Name (Chinese) / Full Company Name (Chinese)	No. of Shares Allotted	
<input type="checkbox"/>	2022-10-14 17:19	U9458373	Person One		900,000	1  
<input type="checkbox"/>	2022-10-14 17:19	K7966338	Person Two		3,000,000	 
<input type="checkbox"/>	2022-10-14 17:19	L0371541	Person Three		2,000,000	 

1 Regulators' Comments: Regulators will revert placee list entries when it raises comments over such placee list entries. Reverted placee list entries will change from a submitted status back to a pending status after which the user may amend or remove the placee list entry and re-submit or submit a new placee list entry after addressing all of the regulators' comments.

⚠ If users are required to amend a submitted entry that has not been reverted by the regulators, they would need to request for a reversion from the relevant IPO Vetting team.

Viewing comments:

Comments

HL HKEX Listing Division Please see our further comments. 1 2022-10-14 17:32

Previous Comments

HL HKEX Listing Division Please see our comments. 2 2022-10-14 17:30

Close

1 Comments: The most recent comment made by regulators (including timestamp).

2 Previous comments: All previous comments made by regulators are accumulated under this section (including the timestamp of when the original comment was made).

Overall Coordinator Placee Lists

The Overall Coordinator(s) will have access to an additional consolidated placee list with limited view (known as “Others’ Placee List”) in addition to their own placee lists. Distributors will only have access to their own placee lists:

- (i) **Others’ Placee List**, which offers a limited view of the consolidated placee list for the Overall Coordinator(s) after placee lists have been submitted by relevant Overall Coordinator(s) and Distributors:

Others’ Placee List
1

Submitted
Finalised

Full N... ▾

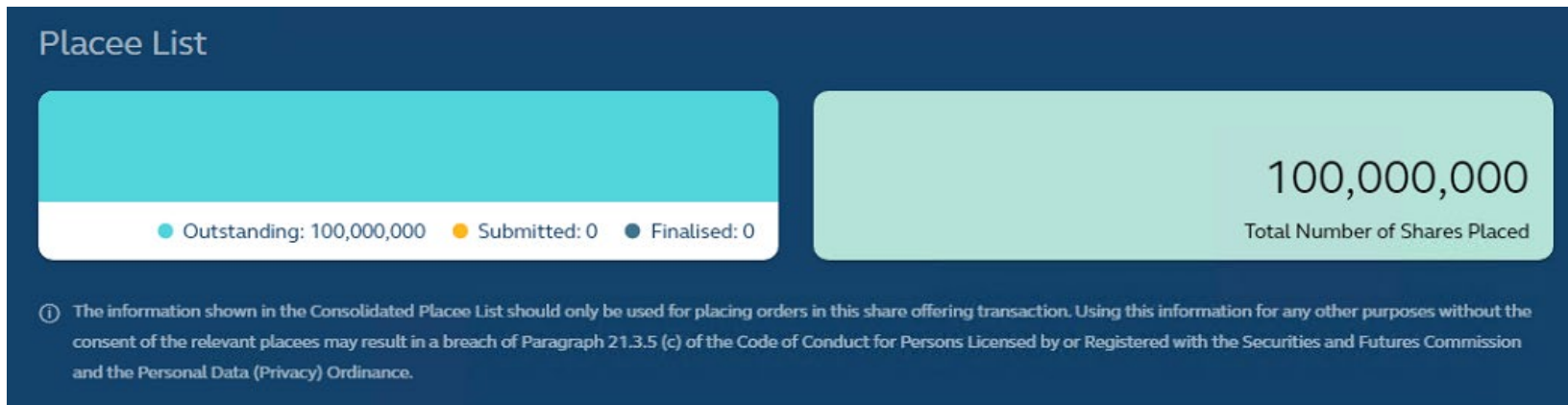
🔍

Last Modified	Broker	ID Number	Full Name (English) / Full Company Name (English)	Full Name (Chinese) / Full Company Name (Chinese)																
2022-10-14 17:42	Citibank N.A.	Y8364188	Person Thirty-Two	2 🗨️ ▾																
2022-10-14 17:41	Citibank N.A.	T0843323	Person Thirty-Three	⬆️																
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">ID Type</td> <td style="width: 25%;">ID Country / Jurisdiction</td> <td style="width: 25%;">ID Number</td> <td style="width: 25%;">Full Name (English)</td> </tr> <tr> <td>Passport</td> <td>AFG</td> <td>T0843323</td> <td>Person Thirty-Three</td> </tr> <tr> <td>Full Name (Chinese)</td> <td>Placee Category (Without Required Supporting Document)</td> <td>Placee Category (With Required Supporting Document)</td> <td>Remarks (Optional)</td> </tr> <tr> <td>-</td> <td>Not Applicable</td> <td>-</td> <td>-</td> </tr> </table>					ID Type	ID Country / Jurisdiction	ID Number	Full Name (English)	Passport	AFG	T0843323	Person Thirty-Three	Full Name (Chinese)	Placee Category (Without Required Supporting Document)	Placee Category (With Required Supporting Document)	Remarks (Optional)	-	Not Applicable	-	-
ID Type	ID Country / Jurisdiction	ID Number	Full Name (English)																	
Passport	AFG	T0843323	Person Thirty-Three																	
Full Name (Chinese)	Placee Category (Without Required Supporting Document)	Placee Category (With Required Supporting Document)	Remarks (Optional)																	
-	Not Applicable	-	-																	
2022-10-14 17:41	Citibank N.A.	F1788896	Person Thirty-Four	▾																

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1-3 of 3
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- 1 **1 Tabs:** The Others' Placee List is only available after the relevant distributors or other overall coordinators have submitted their respective placee lists for regulatory review.
- 2 **2 Regulator Comments:** The Overall Coordinator(s) would be alerted if any comments were made by regulators on specific placee list entries, but they will not be able to view the contents of the comments.
- 3 **3 Placee List information:** To preserve confidentiality, the Overall Coordinator(s) are only able to view:
 - Name, ID type, ID issuing jurisdiction/country, and ID number of all placees (including beneficial owners of Nominee and Corporate Placees)
 - △ The column "Issuing country or jurisdiction" in the placee list template follows countries listed under ISO -3166 from <https://www.iban.com/country-codes> in Alpha-3 code format and there is no drop-down box.
 - Placee Category (i.e. connected client, existing shareholder, director and/or its connected persons, etc.)
 - Any remarks entered by the submitter in the placee list column.

△ As the Overall Coordinator(s) has access to placee information beyond that of its own placee lists, a warning statement is displayed at the top of the Placee List function to remind Overall Coordinator(s) of the proper uses of such information.



- (ii) **Own Placee List**, where every submitter of placee lists will be able to view its own submissions in the Placee List interface. The format of Own Placee Lists are identical for Overall Coordinators and Distributors (see above in the **Overview** section).

Once placee list entries are submitted, users are able to view their submitted placees under the “Submitted” tab:

Own Placee List

1

Pending Submitted Finalised

↓ List Full N... Search by Full Nam... 🔍

Last Modified ↓	ID Number	Full Name (English) / Full Company Name (English)	Full Name (Chinese) / Full Company Name (Chinese)	No. of Shares Allotted	
2022-10-14 17:49	U9458373	Person One	第一个	900,000	3
2022-10-14 17:49	K7966338	Person Two	第二个	3,000,000	
2022-10-14 17:49	L0371541	Person Three	第三个	2,000,000	
2022-10-14 17:19	P3634946	Person Four		600,000	
2022-10-14 17:19	B4992019	Person Five		1,000,000	

2

1 **Tab:** Select “Submitted” tab to view all submitted placee lists.

2 Last Modified: Displays the last modified timestamp of the placee list entry.

3 Regulator Comments: Any comments raised by regulators on its placee list entries will remain, if the same placee entry is re-submitted. If however, a new placee entry is submitted to address regulatory comments, the comment icon will not be shown.

After **Regulators** have reviewed the placee lists and have no further comments, the placee lists will be finalized. Users are able to view their finalized placees under the “Finalised” tab (including any previously addressed regulatory comments):

Placee List

135,003,000
Total Number of Shares Placed

Outstanding: 0 Submitted: 0 Finalised: 135,003,000

Pending Submitted Finalised

List Full N... Search by Full Nam... Q

Last Modified ↓	ID Number	Full Name (English) / Full Company Name (English)	Full Name (Chinese) / Full Company Name (Chinese)	No. of Shares Allotted	
2022-08-19 17:09	Y123456(7)	Peter Chan	陈大明	2,000,000	▼
2022-08-19 17:09	AAA864346843A SD54F68	HKMC HK	香港公司	7,000,150	▼
2022-08-19 16:57	Y16543251D	ABC Man		9,000,200	🗨️ ▼
2022-08-19 16:57	Y16543260D	ABC Woman	中文	18,000,390	🗨️ ▼

Special scenario for Main Board Chapter 18C New Listings

The screenshot displays the 'Placee List' interface. At the top left, the title 'Placee List' is visible. Below it is a progress bar with three segments: 'Outstanding: 0' (blue), 'Submitted: 450,110,000' (orange), and 'Finalised: 0' (grey). To the right of the progress bar, a large green box displays '450,110,000' and 'Total Number of Shares Placed'. Below the progress bar, there are two warning messages. The first message is a general disclaimer about the use of the information. The second message, highlighted with a red box, states: 'The percentage of offer shares taken up by Independent Price Setting Investors in the placing tranche is 5.0% (45,101,100 shares out of 900,120,000 shares). In accordance with Rule 18C.08, the minimum allocation of offer shares to Independent Price Setting Investors in the placing tranche has not been fulfilled.' A red circle with the number '1' is positioned to the right of this warning message.


1 After selecting “Specialist Technology Company” under the Listing Category of [IPO Reference Data Fields](#), an additional warning message is displayed at the top of the Placee List function to remind Overall Coordinators on the relevant Listing Rule requirements of the minimum allocation of offer shares subscribed by Independent Price Setting Investors.

Concentration Analysis

The Concentration Analysis comprises three data tables: Top 25 Placees, Top 25 Public Offer Subscribers and the Top 25 Shareholders of the IPO share offer which will be accessible by **Sponsors**, and **Overall Coordinators** in real-time.

After the allotment of the public offer is finalised by the Share Registrar, users can access Concentration Analysis function and FINI will automatically update the three data tables as subscriptions in the placing and public offer tranches are filled up. Sponsors, Overall Coordinator(s), and Regulators would have the same access to the Concentration Analysis at the same time.

The information on the Top 25 Shareholders will be uploaded by the Designated Sponsor in the [ARA Form](#). Once the ARA Form is submitted, FINI will extract the data from the Top 25 Shareholders list and populate the Top 25 Shareholders section of the Concentration Analysis.


 Users are not required to submit any information in the Concentration Analysis function and will have viewing access to this function only.

For the list of Concentration Analysis fields and their description, please refer to [Concentration Analysis Fields](#).

Overview

Top 25 Places:

Detailed View




Sample New Listing
9972
Money Settlement
HKD 20.000
Final Offer Price
2022-12-01 09:00
Commencement of Trading Date

- Dashboard
- IPO Reference Data
- Allocation Adjustments
- Final Offer Pricing
- Concentration Analysis**
- Regulatory Submissions
- Institutional Offer

Concentration Analysis

Top 25 Places			Top 25 Public Offer Shareholders			Top 25 Shareholders			
Detailed View			Concentration Analysis			Placee Board Lot Concentration			
#	Placee Name	Number of Shares Allocated	Number of Board Lots Allocated	Exclusive of Over-Allocation					
				% of the Placing	Accum. %	% of the Offer	Accum. %	% of the Total Issued Shares	Accum. %
1	SOQUYL Co. Ltd	75,000,000	75,000	34.3304%	34.3304%	30.0000%	30.0000%	7.5000%	7.5000%
2	Person Eighteen	10,000,000	10,000	4.5774%	38.9078%	4.0000%	34.0000%	1.0000%	8.5000%
3	Person Twenty	9,000,000	9,000	4.1197%	43.0275%	3.6000%	37.6000%	0.9000%	9.4000%
3	Person Twenty-Ei...	9,000,000	9,000	4.1197%	47.1472%	3.6000%	41.2000%	0.9000%	10.3000%
3	Person Twenty-Nine	9,000,000	9,000	4.1197%	51.2669%	3.6000%	44.8000%	0.9000%	11.2000%
6	Person Twenty-Five	8,000,000	8,000	3.6619%	54.9288%	3.2000%	48.0000%	0.8000%	12.0000%
7	Person Thirty	7,000,000	7,000	3.2042%	58.1330%	2.8000%	50.8000%	0.7000%	12.7000%
8	Person Twenty-One	6,000,000	6,000	2.7464%	60.8794%	2.4000%	53.2000%	0.6000%	13.3000%
9	Person Nineteen	5,000,000	5,000	2.2887%	63.1681%	2.0000%	55.2000%	0.5000%	13.8000%

Concentration Analysis view:




Sample New Listing
9992
Money Settlement
HKD 20.000
Final Offer Price
2022-12-01 09:00
Commencement of Trading Date

Concentration Analysis

Top 25 Places			Top 25 Public Offer Shareholders			Top 25 Shareholders		
Detailed View			Concentration Analysis			Placee Board Lot Concentration		
#	Number of Shares Allocated	Number of Board Lots Allocated	Exclusive of Over-Allocation			Inclusive of Over-Allocation		
			% of the Placing	% of the Offer	% of the Total Issued Shares	% of the Placing	% of the Offer	% of the Total Issued Shares
Top 1	75,000,000	75,000	34.3304%	30.0000%	7.5000%	34.3304%	30.0000%	7.5000%
Top 5	112,000,000	112,000	51.2668%	44.8000%	11.2000%	51.2668%	44.8000%	11.2000%
Top 10	143,000,000	143,000	65.4567%	57.2000%	14.3000%	65.4567%	57.2000%	14.3000%
Top 25	182,500,000	182,500	83.5374%	73.0000%	18.2500%	83.5374%	73.0000%	18.2500%

Board Lot Concentration view:

←
Concentration Analysis



Sample New Listing
9992

Money Settlement

HKD 20.000
Final Offer Price


2022-12-01 09:00
Commencement of Trading Date

Top 25 Places			Top 25 Public Offer Shareholders		Top 25 Shareholders	
Detailed View			Concentration Analysis		Placee Board Lot Concentration	
#	Number of Places	% of Total Places	Total Placing Shares	% to Total Shares under Institutional Offer	% to Total Shares under Global Offer	
1 Board Lot	65	38.0117%	65,000	0.0298%	0.0260%	
2 Board Lots	0	0	0	0	0	
3 Board Lots	0	0	0	0	0	
4 Board Lots	0	0	0	0	0	
>=5 Board Lots	106	61.9883%	218,400,000	99.9702%	87.3600%	

Top 25 Public Offer Shareholders:

Detailed View

←
Concentration Analysis
↓ List



Sample New Listing
9992

Money Settlement

HKD 20.000
Final Offer Price

2022-12-01 09:00
Commencement of Trading Date

Top 25 Places			Top 25 Public Offer Shareholders				Top 25 Shareholders			
Detailed View			Concentration Analysis							
#	Public Offer Shareholders	Number of Shares Allocated	Number of Board Lots Allocated	Exclusive of Over-Allocation						
				% of the Public Offer	Accum. %	% of the Offer	Accum. %	% of the Total Issued Shares	Accum. %	% of the Public Offer
1	LYSJBK Co. Ltd / ...	3,000,000	3,000	9.5132%	9.5132%	1.2000%	1.2000%	0.3000%	0.3000%	9.5132%
2	Willie Pan / 人四	2,000,000	2,000	6.3422%	15.8554%	0.8000%	2.0000%	0.2000%	0.5000%	6.3422%
3	WRREQ Co. Ltd ...	2,000,000	2,000	6.3422%	22.1976%	0.8000%	2.8000%	0.2000%	0.7000%	6.3422%
4	Sara Liu / 人三	2,000,000	2,000	6.3422%	28.5398%	0.8000%	3.6000%	0.2000%	0.9000%	6.3422%
5	DVCQIW Co. Ltd	2,000,000	2,000	6.3422%	34.8820%	0.8000%	4.4000%	0.2000%	1.1000%	6.3422%
6	Vincent Liang / 人一	1,000,000	1,000	3.1711%	38.0531%	0.4000%	4.8000%	0.1000%	1.2000%	3.1711%
7	Katherine Fang / ...	1,000,000	1,000	3.1711%	41.2242%	0.4000%	5.2000%	0.1000%	1.3000%	3.1711%
8	Albert Song / 人二	1,000,000	1,000	3.1711%	44.3953%	0.4000%	5.6000%	0.1000%	1.4000%	3.1711%
9	Theresa Shi	300,000	300	0.9513%	45.3466%	0.1200%	5.7200%	0.0300%	1.4300%	0.9513%
10	OCJNSI Co. Ltd	300,000	300	0.9513%	46.2979%	0.1200%	5.8400%	0.0300%	1.4600%	0.9513%
11	Marilyn Qin	300,000	300	0.9513%	47.2492%	0.1200%	5.9600%	0.0300%	1.4900%	0.9513%

Concentration Analysis view:

Concentration Analysis

Sample New Listing 9992
Money Settlement
HKD 20.000
Final Offer Price
2022-12-01 09:00
Commencement of Trading Date

Top 25 Places			Top 25 Public Offer Shareholders			Top 25 Shareholders		
#	Number of Shares Allocated	Number of Board Lots Allocated	Exclusive of Over-Allocation			Inclusive of Over-Allocation		
			% of the Public Offer	% of the Offer	% of the Total Issued Shares	% of the Public Offer	% of the Offer	% of the Total Issued Shares
Top 1	3,000,000	3,000	9.5132%	1.2000%	0.3000%	9.5132%	1.2000%	0.3000%
Top 5	11,000,000	11,000	34.8819%	4.4000%	1.1000%	34.8819%	4.4000%	1.1000%
Top 10	14,600,000	14,600	46.2978%	5.8400%	1.4600%	46.2978%	5.8400%	1.4600%
Top 25	18,400,000	18,400	58.3479%	7.3600%	1.8400%	58.3479%	7.3600%	1.8400%

Top 25 Shareholders:

Detailed view:

Concentration Analysis

Sample New Listing 9992
Money Settlement
HKD 20.000
Final Offer Price
2022-12-01 09:00
Commencement of Trading Date

- Dashboard
- IPO Reference Data
- Allocation Adjustments
- Final Offer Pricing
- Concentration Analysis**
- Regulatory Submissions
- Institutional Offer
- Allotment Results Announcement (ARA)
- ARA Form

Top 25 Places			Top 25 Public Offer Shareholders				Top 25 Shareholders		
#	Name of Shareholders	Category	Number of Shares Allocated	Number of Board Lots Allocated	Number of Shares Held Upon Listing	Number of Board Lots Held Upon Listing	% of the Public Offer	Accum. %	% of the Placing
1	Controlling Share...	Controlling Shareholder/n/a	750,000,000	750,000	750,000,000	750,000	N/A	N/A	N/A
2	ACYDOA Co. Ltd	Placee/Distributor 1	75,000,000	75,000	75,000,000	75,000	N/A	N/A	34.3304%
3	Person Eighteen	Placee/Distributor 1	10,000,000	10,000	10,000,000	10,000	N/A	N/A	4.5774%
4	Person Twenty	Placee/Distributor 1	9,000,000	9,000	9,000,000	9,000	N/A	N/A	4.1197%
5	Person Twenty-Ei...	Placee/Distributor 1	9,000,000	9,000	9,000,000	9,000	N/A	N/A	4.1197%
6	Person Twenty-Nine	Placee/Distributor 1	9,000,000	9,000	9,000,000	9,000	N/A	N/A	4.1197%
7	Person Twenty-Five	Placee/Distributor 1	8,000,000	8,000	8,000,000	8,000	N/A	N/A	3.6619%
8	Person Thirty	Placee/Distributor 1	7,000,000	7,000	7,000,000	7,000	N/A	N/A	3.2042%
9	Person Twenty-One	Placee/Distributor 1	6,000,000	6,000	6,000,000	6,000	N/A	N/A	2.7464%

Concentration Analysis view:



Sample New Listing

Sample New Listing ▼

9992

Money Settlement

HKD 20.000

Final Offer Price

2022-12-01 09:00

Commencement of Trading Date

 **Dashboard**

Top 25 Places
Top 25 Public Offer Shareholders
Top 25 Shareholders

Detailed View
Concentration Analysis

#	Number of Shares Allocated	Number of Board Lots Allocated	Number of Shares Held Upon Listing	Number of Board Lots Held Upon Listing	Exclusive of Over-Allocation			Inclusive of		
					% of the Public Offer	% of the Placing	% of the Offer	% of the Total Issued Shares	% of the Public Offer	% of the Placing
Top 1	750,000,000	750,000	750,000,000	750,000	N/A	N/A	300.0000%	75.0000%	N/A	N/A
Top 5	853,000,000	853,000	853,000,000	853,000	N/A	47.1471%	341.2000%	85.3000%	N/A	47.1471%
Top 10	888,000,000	888,000	888,000,000	888,000	N/A	63.1680%	355.2000%	88.8000%	N/A	63.1680%
Top 25	931,500,000	931,500	931,500,000	931,500	9.5132%	81.7065%	372.6000%	93.1500%	9.5132%	81.7065%

Allotment Results Announcement

The Allotment Results Announcement function covers two items:


- (i) **ARA Form**, which is used by the Designated Sponsor to provide information covering share offer and placee and shareholder concentration information that will be populated in the Allotment Results Announcement, as well as the Concentration Analysis function (Top 25 Shareholders).

The ARA Form is open for drafting when the IPO status reaches 'Deal Initiated', and it can be submitted after the offer size and offer price have been finalized and must be completed before the placee submission deadline of **10:00 on T+1 / L-1**.

- (ii) **ARA Document**, which is the draft Allotment Results Announcement generated by FINI for submission to Regulators, based on the information inputted by the Designated Sponsor in the above e-form and all other relevant information inputted in FINI modules.

The finalised Allotment Results Announcement must be submitted in time for regulatory approval before the ESS publication deadline of 23:00, T+1 / L-1.

 This function is disabled when an IPO does not have any share offer.

 Please be reminded that even though the Allotment Results Announcement is submitted on FINI, the same English and Chinese versions must be separately published by the issuer on HKEX e-Submission System ("**ESS**") and also on the issuer's website.

Overview

ARA Form

Below is an explanation of certain fields in the ARA Form that will be available or hidden, depending on the type of shares being listed (i.e. H-Shares, shares with WVR).

Listing of Ordinary Shares

The screenshot displays the ARA Form interface for a 'Sample New Listing'. The form is titled 'ARA Form Pending' and is divided into several sections:

- General (1):** Contains input fields for 'Listing Expenses' (30 million) and 'Final Offer Price of International Offer' (20.000). Below this is a section for 'Number of Shares Held by Top Places Upon Listing' with four sub-sections: 'Top 1' (50,000,000), 'Top 5' (60,000,000), 'Top 10' (80,000,000), and 'Top 25' (100,000,000). Below this is a section for 'Total Issued Capital Upon Listing' (1,000,000,000).
- Top 25 Shareholders List (4):** A section for uploading a 'Top 25 Shareholders List' file (Template.xlsx) and a 'Top 25 Template - Copy.xlsx' file. Below this is a note: 'Please provide the top 25 Shareholders immediately after listing. Shares under Column D are inclusive of all classes of the Listing Applicant's shares under its issued share capital. xlsx only, 40mb max. Allow upload of 1 file only.'
- Content (3):** A sidebar on the right showing 'General' and 'Lock-up Undertaking' sections.
- Buttons (2):** 'Reset', 'Save', and 'Preview' buttons are located in the top right corner.

1 Input Fields: Input information to be published in the Allotment Results Announcement. Please refer to the [ARA Form Fields](#) for list of available data fields.

2 Reset: Resets and restores the ARA Form to their default values (blank).

Save: Saves the draft (user may return to work on the draft e-form at a later time).

Preview: Provides a preview before submission:

⚠ Declaration must be made prior to making submission.


The confirmation dialog box contains the following text:

I hereby confirm the information filled in this form is accurate and not misleading in any material respect.

Buttons: Edit, Confirm

⚠ The ARA Form is not subject to regulatory approval.

3 Section: Navigates the interface to the applicable section of the form.

4  **Top 25 Shareholders List:** A list of the top 25 shareholders of the issuer upon listing used for populating the [Concentration Analysis](#) and for disclosure under the Shareholder Concentration Analysis section in the Allotment Results Announcement. Download the template directly via the FINI interface and the user must input all required information in the spreadsheet, as shown below:

⚠ The uploaded document must be based on the .XLSX template available for download on the FINI interface under the Allotment Results Announcement function.

Top 25 Shareholders Template:

No	Name of Shareholder / Unitholder / Receipt holder / Unique reference number	Number of Shares / Units / Receipts Allocated	Number of Shares / Units / Receipts Held Upon Listing	Holder type	If Holder type is P.O. or Placee, provide name of broker or distributor	Remarks
1	John Doe	-	150,000,000	Controlling Shareholder		
2	Public Offer 1	20,000,000	20,000,000	Public Offer	Broker 1	
3	Placing 1	20,000,000	20,000,000	Placee	Distributor 1	

1 Displays the number of shares allocated under the public and/or international offer.

⚠ Enter 0 if not allocated any shares from the public and/or international offer.

2 Displays the number of shares held by the shareholder upon listing.

3 Displays the holder type of the shareholder, and one of the following options must be selected:

- Controlling Shareholder
- Substantial Shareholder
- Pre-IPO Investor
- Placee
- Public Offer
- Controlling Shareholder + Placee
- Controlling Shareholder + Public Offer
- Substantial Shareholder + Placee
- Substantial Shareholder + Public Offer
- Pre-IPO Investor + Placee
- Pre-IPO Investor + Public Offer

4 If any of the holder types selected are placee and/or public offer, the name of the distributor and/or broker must be entered in this column.

5 This column is used by the submitter to input any additional information it would like to provide to the Regulators on the Top 25 Shareholders List.

Upon completion of the excel template, the user uploads the Top 25 Shareholders List back on to FINI.

5 Lock-up Undertaking: Input shareholder information subject to lock-up undertakings pursuant to the Listing Rules and Guidance Materials for disclosure in the Allotment Results Announcement.

Voluntary lock-up undertakings, as disclosed in the issuer's prospectuses, are also entered here. An additional text box is provided to indicate the source of the voluntary lock-up undertaking is pursuant to, and the information entered will be populated in the ARA Document. For example, for Pre-IPO Investors:

△ FINI Users would only need to enter the name of the document (i.e. the Pre-IPO Agreement).

6 New Lock-up Undertaking Entries: Add additional lock-up undertaking entries.

Under WVR Listings

For WVR listings, there are additional data tables that need to be entered and uploaded by the Designated Sponsor to the FINI interface.

The screenshot shows the ARA Form interface for WVR listings. The form is titled "ARA Form Pending" and includes a "Reset" button, a "Save" button, and a "Preview" button. The form is divided into two main sections: "General" and "Content".

The "General" section contains the following fields:

- Listing Expenses** (in million) and **Final Offer Price of International Offer** (40,000). A note below states: "Expressed in HKD million, 2 decimal places".
- Number of Shares Held by Top Places Upon Listing**: This section includes four input fields for "Top 1", "Top 5", "Top 10", and "Top 25". A green circle with the number "1" is overlaid on this section.
- Number of Shares Held by Top Shareholders Upon Listing**: This section includes four input fields for "Top 1", "Top 5", "Top 10", and "Top 25". A note below states: "Please provide the number of Non-WVR Shares held by the top 1, 5, 10 and 25 Shareholders (inclusive of all classes) upon Listing." A green circle with the number "2" is overlaid on this section.
- Number of WVR Shares Held by Top Shareholders Upon Listing**: This section includes four input fields for "Top 1", "Top 5", "Top 10", and "Top 25". A note below states: "Please provide the number of WVR shares held by the top 1, 5, 10 and 25 Shareholders (inclusive of all classes) upon Listing." A green circle with the number "2" is overlaid on this section.
- Total Issued Capital Upon Listing**: A text input field with a note below stating: "The listed company's total issued capital, which should include the total number of shares across all classes (e.g. A-shares, H-shares and WVR-shares), immediately after the commencement of trading date."
- Total Non-WVR Shares Issued Upon Listing**: A text input field with a note below stating: "The listed company's total Non-WVR issued capital, which should include only the total number of Non-WVR Shares, immediately after the commencement of trading date." A green circle with the number "3" is overlaid on this section.

The "Content" section includes a "General" sub-section and a "Lock-up Undertaking" sub-section.

1 Placee Concentration: The total number of shares (all classes) held upon listing by the top 1, top 5, top 10 and top 15 placees for disclosure in the Placee Concentration Analysis section of the Allotment Results Announcement.

2 Shareholding Concentration and WVR Share Concentration: The number of total shares (all classes) and WVR shares held upon listing by the top 1, top 5, top 10 and top 15 shareholders for disclosure in the Shareholder Concentration Analysis section of the Allotment Results Announcement.

3 Non-WVR Share Capital: Issuer's total non-WVR issued capital upon listing.

4 Top 25 Shareholders List: Same as above for ordinary shares.

5  Top 25 H-Shareholders / Non-WVR Shareholders List: For WVR listings, the top 25 non-WVR shareholders disclosed under the Non-WVR Shareholder Concentration Analysis section in the Allotment Results Announcement.

⚠ The format of the uploaded document must be identical to the .XLSX template available for download on the FINI interface under the Allotment Results Announcement function. Otherwise FINI will reject the upload.

Top 25 H-Shareholders / Non-WVR Shareholders Template:

No	Name of Shareholder / Unique reference number	Number of H Shares / Non-WVR Shares Allocated	Number of H Shares / Non-WVR Shares Held Upon Listing	Number of Shares Held Upon Listing	Holder type	If Holder type is P.O. or Placee, provide name of broker or distributor	Remarks
1	John Doe	-	-	1,500,000,000	Controlling Shareholder		Domestic Shares
2	Shareholder 1	-	100,000,000	100,000,000	Substantial Shareholder		
3	Shareholder 2	10,000,000	10,000,000	10,000,000	Placee	Distributor 1	

1 To input the number of H Shares or Non-WVR Shares allocated under the public and/or international offer.

2 To input the number of H Shares or Non-WVR held by the shareholder upon listing.

3 To input the total number of shares (all classes) held by the H Shareholder / Non-WVR Shareholder upon listing, including any unlisted or WVR shares.

4 Displays the holder type of the shareholder, and one of the following options must be selected:

- Controlling Shareholder
- Substantial Shareholder
- Pre-IPO Investor
- Placee
- Public Offer

- Controlling Shareholder + Placee
- Controlling Shareholder + Public Offer
- Substantial Shareholder + Placee
- Substantial Shareholder + Public Offer
- Pre-IPO Investor + Placee
- Pre-IPO Investor + Public Offer

5 If any of the holder types selected are placee and/or public offer, the name of the distributor and/or broker must be entered in this column.

6 This column is used by the submitter to input any additional information it would like to provide to the Regulators on the Top 25 H Shareholders / Non-WVR Shareholders List.

Under H-Share Listings

ARA Form
Pending

Reset Save Preview

General

Listing Expenses million Final Offer Price of International Offer

Expressed in HKD million, 2 decimal places

Number of Shares Held by Top Placees Upon Listing

Top 1 Top 5 Top 10 Top 25

Number of Shares Held by Top Shareholders Upon Listing

Top 1 Top 5 Top 10 Top 25

Please provide the number of H Shares held by the top 1, 5, 10 and 25 Shareholders (inclusive of all classes) upon Listing.

Total Issued Capital Upon Listing

The listed company's total issued capital, which should include the total number of shares across all classes (e.g. A-shares, H-shares and WVR-shares), immediately after the commencement of trading date.

Total H Shares Issued Upon Listing

The listed company's total H-Share issued capital, which should include only the total number of H-shares, immediately after the commencement of trading date.

Top 25 Shareholders List Template.xlsx

Please provide the top 25 Shareholders immediately after listing.
Shares under Column D are inclusive of all classes of the Listing Applicant's shares under its issued share capital.
xlsx only, 40mb max. Allow upload of 1 file only.

Top 25 H Shareholders / Non-WVR Shareholders List Template_H_NWVR.xlsx

Please provide the top 25 H Shareholders / Non-WVR Shareholders immediately after listing.
Shares under Column D are inclusive of conversion from B to H shares and H shares allocated.
Shares under Column E are inclusive of all classes of the Listing Applicant's shares under its issued share capital.
xlsx only, 40mb max. Allow upload of 1 file only.

Content

General

Lock-up Undertaking

1

2

3

4

5

- 1 Placee Concentration:** The total number of shares (all classes) held upon listing by the top 1, top 5, top 10 and top 15 placees for disclosure in the Placee Concentration Analysis section of the Allotment Results Announcement.
- 2 Shareholding Concentration:** The number of total shares (all classes) held upon listing by the top 1, top 5, top 10 and top 15 shareholders for disclosure in the H-Shareholder Concentration Analysis and the Shareholder Concentration Analysis sections of the Allotment Results Announcement, respectively.
- 3 Total H-Shares Issued Upon Listing:** Total number of H-Shares issued upon listing.
- 4 Top 25 Shareholders List:** Same as above for ordinary shares.
- 5 Top 25 H-Shareholders / Non-WVR Shareholders List:** For H-share listings, a list of the top 25 H-Shareholders disclosed under the H-Shareholder Concentration Analysis section in the Allotment Results Announcement. Template is same as above for WVR listings.

ARA Document

System Generated Announcement:

The screenshot displays the 'ARA Submission' interface. On the left, a sidebar shows a 'Sample New Listing' card with details: 9972, Placing Approved, HKD 20,000 (Final Offer Price), and 2022-12-01 09:00 (Commencement of Trading Date). The main area is titled 'ARA Submission' and 'ARA Drafted'. It features a 'Submit for Review - English Announcement' section with 'Submission Options' (System Generated selected, Customised unselected). A link for the system-generated PDF is shown with a '2' callout. Below, a 'Reference - Chinese Announcement' section shows links for Chinese PDF and DOCX versions with a '3' callout. A '4' callout points to 'Save' and 'Preview' buttons in the top right.

- 1 Submission Options:** The ARA Document, first generated by FINI, is available in a .pdf (System Generated) format.
- 2 System Generated Document:** The link for the system generated .pdf ARA Document.
- 3 Chinese Versions of the Allotment Results Announcement:** Chinese version of the ARA Document is also generated by FINI for the Designated Sponsor to download.
- 4 Save:** Saves the draft (user may return to work on the draft announcement at a later time).

Preview: Provides a preview of the completed announcement before submission by the ESS publication deadline of **23:00 on T+1 / L-1**.

⚠ Only the English version of the announcement needs to be submitted on FINI.

Customisable Downloadable Word Document:

The screenshot shows the 'ARA Submission' interface. On the left is a sidebar with a 'Sample New Listing' card showing details like '9992', 'Placing Approved', 'HKD 20.000', and '2022-12-01 09:00'. The main area is titled 'Submit for Review - English Announcement'. It has two radio buttons for 'Submission Options': 'System Generated' and 'Customised' (selected). Below this is an upload area with a green circle '2' over an upload icon, a file name 'Allotment Results Announcement template.docx' with a green circle '3' over it, and a note 'PDF only, 40mb max. The uploaded file will be renamed using the system's naming convention.' At the bottom right are 'Save' and 'Preview' buttons with a green circle '4' over them. A 'Reference - Chinese Announcement' section below shows two files: 'SNLG_Allotment_Results_Announcement_Chinese_V01.pdf' and 'SNLG_Allotment_Results_Announcement_Chinese_V01.docx'. A green circle '1' is over the 'Customised' option.

The Designated Sponsor may instead download a word version of ARA Document for customisation. For IPOs with preferential offers, the basis of allocation of the preferential offers requires manual input through using the Customised Allotment Results Announcement. Please refer to [Section 12](#) of the [ARA Form and Document Fields](#) below.

⚠ The customisable format of the ARA Document is to provide the Designated Sponsor with greater flexibility to include additional disclosures otherwise not presented in the System Generation announcement and the information already presented **should not** be reduced.

- 1 **Submission Options:** The ARA Document is first generated by FINI is available in a .docx (Customised) format.
- 2 **Upload Finalised Allotment Results Announcement:** Upload of finalised announcement in .pdf format for submission by the Designated Sponsor.
- 3 **Template:** Download the ARA Document template in .docx format for customisation.
- 4 **Save:** Saves the draft (user may return to work on the draft announcement at a later time).

Preview: Provides a preview of the completed announcement before submission by the ESS publication deadline of **23:00** on **T+1 / L-1**.

⚠ Please note if changes are made to the English version of the Allotment Results Announcement, the same changes would need to be applied to the Chinese version for publication on ESS.

Sample First Page of ARA Document (English):

SAMPLE NEW LISTING / 上市公司
ANNOUNCEMENT OF FINAL OFFER PRICE AND
ALLOTMENT RESULTS

Unless otherwise defined herein, capitalised terms used in this announcement shall have the same meanings as those defined in the prospectus dated 27 October 2022 (the “Prospectus”) issued by Sample New Listing (the “Company”).

SUMMARY	
Company information	
Stock code	9992
Stock short name	SNLG
Dealings commencement date	1 December 2022*
<i>*see note at the end of the announcement</i>	
Price Information	
Final Offer Price	HK\$20.000
Offer Price Range	HK\$10.000 - HK\$20.000
Offer Price Adjustment exercised	No
Offer Shares and Share Capital	
Number of Offer Shares	250,000,000
Number of Offer Shares in Public Offer (after Offer Size Adjustment Option and reallocation)	50,000,000
Number of offer shares in International Offer (after Offer Size Adjustment Option and reallocation)	200,000,000
Number of issued shares upon Listing	1,000,000,000
<i>The number of offer shares above is determined after taking into account the additional shares issued under the following Offer Size Adjustment Option</i>	
Offer Size Adjustment Option (Upsize option)	
Number of additional shares issued under the option	0
- Public Offer	-
- International Offer	-
Over-allocation	
No. of Offer Shares over-allocated	37,500,000
<i>Such over-allocation may be covered by exercising the Over-allotment Option or by making purchases in the secondary market at prices that do not exceed the Offer Price or through deferred delivery or a combination of these means. In the event the Over-allotment Option is exercised, an announcement will be made on the Stock Exchange’s website.</i>	
Proceeds	
Gross proceeds (Note)	HK\$ 5,000.00 million
Less: Estimated listing expenses payable based on Final Offer Price	HK\$ (30.00) million
Net proceeds	HK\$ 4,970.00 million

Sample First Page of ARA Document (Chinese):**SAMPLE NEW LISTING / 上市公司****最終發售價及配發公告**

除本公告另有界定者外，本公告所用詞彙與上市公司（「本公司」）日期為 2022 年 10 月 27 日的招股章程（「招股章程」）所界定者具有相同涵義。

摘要	
公司資料	
股份代號	9992
股份簡稱	SNLG
開始買賣日	2022 年 12 月 1 日*
*請參閱本公告底部備註	
價格資料	
最終發售價	HK\$20.000
發售價範圍	HK\$10.000 - HK\$20.000
發售價進行調整	否
發售股份及股本	
發售股份數目	250,000,000
公開發售股份數目(在調整招股數量的選擇權(如適用)及重新分配後)	50,000,000
國際發售股份數目(在調整招股數量的選擇權(如適用)及重新分配後)	200,000,000
於上市時已發行的股份數目	1,000,000,000
以上要約股份是在考慮了根據以下調整招股數量選擇權發行的額外股份之後確定的:	
調整招股數量的選擇權	
在調整招股數量的選擇權下的額外股份數目	0
- 公開發售	-
- 國際發售	-
超額配售	
超額配售的股份數目	37,500,000

Regulatory Submissions

The Regulatory Submissions function is for the submission of the Marketing and Independence Statement, Sponsor's/Overall Coordinator's Declaration, Issuer's Declaration and Transaction Levy Form under the Main Board Listing Rules and the GEM Listing Rules.

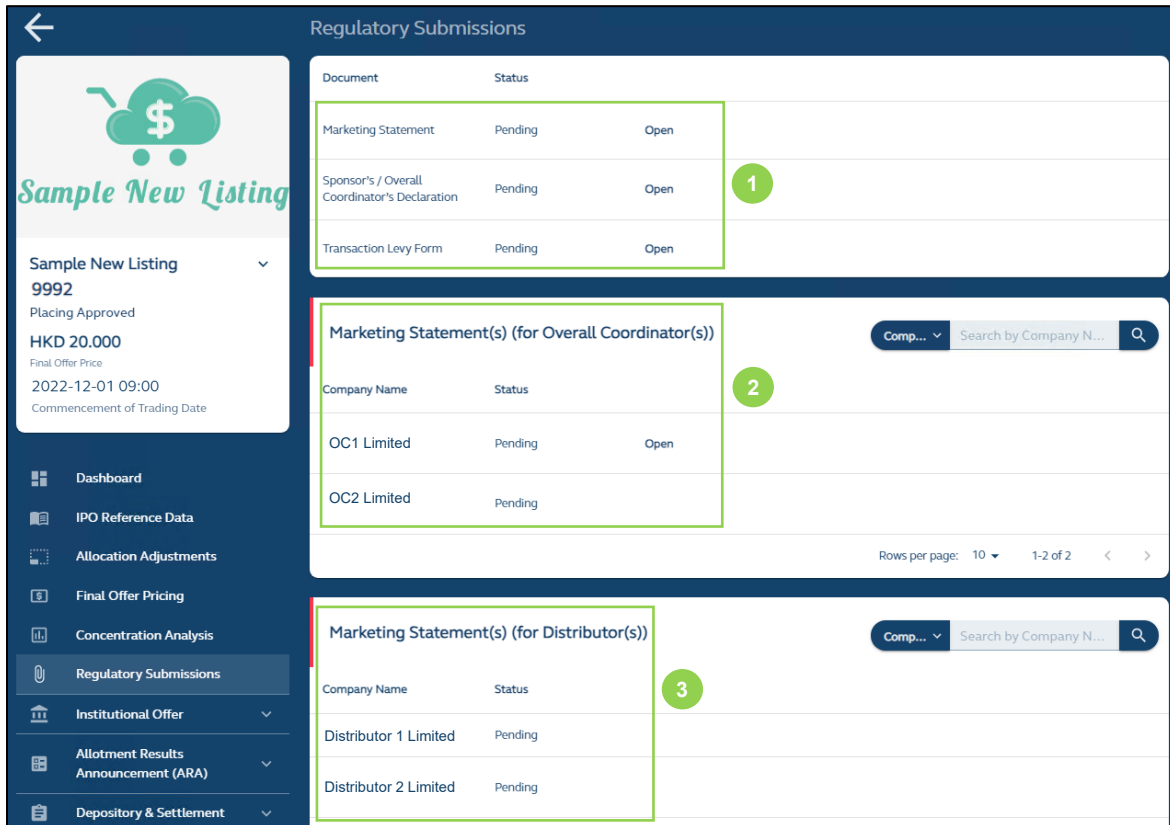
The Regulatory Submissions function is available after the placee lists have been approved by the Regulators and all e-forms must be submitted prior to the commencement of trading.

⚠ For Public Offer only IPOs, the Regulatory Submissions function is made available after public offer money settlement has been completed. For IPOs without an offer (i.e. by Introduction or Transfer from GEM), the Regulatory Submissions function is available the day after the prospectus is published.

Overview

Upon first access to the Regulatory Submissions interface, the user will land on the submissions summary page. The interface lists out the forms to be submitted by each FINI user. Forms ready for submission will be under a "Pending" status.

For **Sponsors** and **Overall Coordinators**, the submissions summary page will include the submission statuses of its own required forms, as well as all other submitters (i.e. Overall Coordinators and Distributors):



The screenshot displays the 'Regulatory Submissions' interface. On the left is a sidebar with navigation options: Dashboard, IPO Reference Data, Allocation Adjustments, Final Offer Pricing, Concentration Analysis, Regulatory Submissions (selected), Institutional Offer, Allotment Results Announcement (ARA), and Depository & Settlement. The main content area is titled 'Regulatory Submissions' and features a 'Sample New Listing' card with details like '9992', 'Placing Approved', 'HKD 20,000', and '2022-12-01 09:00'. Below the card is a table of pending forms:

Document	Status	Action
Marketing Statement	Pending	Open
Sponsor's / Overall Coordinator's Declaration	Pending	Open
Transaction Levy Form	Pending	Open

Below this table are two sections for 'Marketing Statement(s)'. The first section is for 'Overall Coordinator(s)' and lists 'OC1 Limited' (Pending, Open) and 'OC2 Limited' (Pending). The second section is for 'Distributor(s)' and lists 'Distributor 1 Limited' (Pending) and 'Distributor 2 Limited' (Pending). Each section includes a search bar and a 'Comp...' dropdown. The interface also shows 'Rows per page: 10' and '1-2 of 2'.



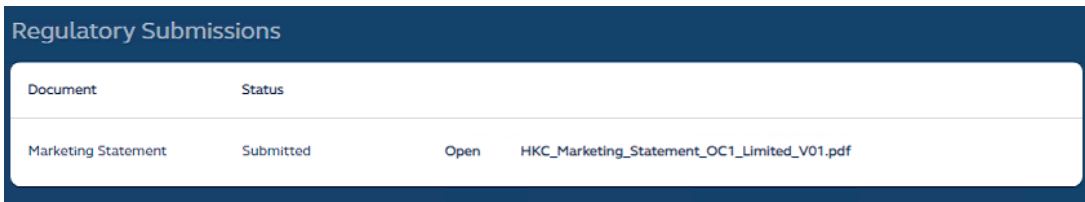
1 Forms required to be submitted by the user: All forms required to be submitted by the user will be shown at the top. The above example is from the perspective of a Sponsor user and the two required forms that are required to be submitted by the Sponsor are the Sponsor’s Declaration and Transaction Levy Form. Once the forms have been submitted, the submission status will change to “Submitted”.

⚠ The forms under Regulatory Submissions do not require regulatory approval. However, Regulators may revert with comments on the forms submitted. Users would then need to address the comments and re-submit the forms. Once trading has commenced, the submission status will change to “Finalised”.

2 Submission status of Overall Coordinator(s) forms: A summary of the forms to be submitted by the Overall Coordinator(s), which are the Overall Coordinator’s Declaration and Marketing and Independence Statements.

3 Submission status of Distributor forms: A summary of the forms to be submitted by the Distributors, which will be the Marketing and Independence Statements only and would follow the above.

The submission status page would look like this after submission:



4 Sponsor’s / Overall Coordinator’s Declaration: All Sponsors and Overall Coordinators will be able to view the submitted declarations of other Sponsors and Overall Coordinators, as well as their own.

Legal Adviser (for Sponsor) has same viewing access to regulatory forms as the **Sponsor(s)**, after they have been submitted by the relevant users.


Distributors may only access and view their own Marketing and Independence Statements:

Regulatory Submissions			
Document	Status		
Marketing Statement	Submitted	Open	AABBCC_CO_Marketing_Statement_Distributor_Securities_Limited_V01.pdf

Legal Adviser (for Issuer) may only access and view the Issuer's Declaration.

Comments by Regulators

The comment function will be consistent with all other FINI workflows.

Marketing Statements (Overall Coordinator)			
Principal Lead Broker	Status		
OC1 Limited	Reverted	 Open	HKC_Marketing_Statement_OC1_Limited_V01.pdf

Once a regulator makes a comment on a form in the Regulatory Submissions, such form will be reverted back to the submitter and a comment icon will be shown to alert the user that a comment has been made by regulators. The user will click the icon to view the comment. After addressing the comment, the user must re-submit the form.

⚠ Once a form has been re-submitted, the old form will be replaced and no longer available to be downloaded by the user. The user should download the reverted form prior to re-submitting the amended form, should it require a copy.

Besides comments issued by regulators on its own forms, Sponsors and Legal Advisers (for Sponsors) may also view regulator comments on forms submitted by Overall Coordinators and Distributors.

Overall Coordinators will only be able to view comments on its own forms, as well as the comment icon on the Marketing and Independence Statements submitted by other Overall Coordinators and Distributors, but not the contents of the comments.

Distributors may only access and view any comments raised on their own Marketing and Independence Statements.

Legal Advisers (for Issuer) may only access and view any comments raised on the Issuer's Declaration.

Workflow

This section covers the following documents:

- (i) **Marketing and Independence Statement**, a declaration made by every **Overall Coordinator** and **Distributor** to confirm that the placees in their placee lists are independent third parties, and summarize the distribution of the issuer’s shares that it has been allocated, grouped by client category and board lots.

Marketing Statement
Pending

Appendix 5 - Form D

PRIVATE AND CONFIDENTIAL

MARKETING STATEMENT

Case Number:20221017-115392-0001

A separate Marketing Statement in this form must be submitted (i) by each overall coordinator, (ii) each syndicate member (other than an overall coordinator, (iii) any distributor (other than a syndicate member), and (iv) every Exchange Participant with whom or through whom the securities are placed in the following circumstances:—

(1) a placing of equity securities by or on behalf of a new applicant
 (2) a placing of equity securities of a class new to listing by or on behalf of a listed issuer

The requirements of Chapter 7 and Appendix 6 and the accompanying Note should be read before submitting this statement.

A. GENERAL

1. Name of the Issuer	Sample New Listing 上市公司
2. Description of Security	Ordinary shares
3. Total Amount or Number of Securities being placed	225,000,000
4. Total Amount of Number of Securities being placed by the Undersigned	225,000,000
5. Final Offer Price / Net Price to the Vendor	20.000
6. Name(s) of the overall coordinator(s)	1. Goldman Sachs (Asia) Securities Limited 2. China International Capital Corporation
7. Name(s) of syndicate member(s) (other than overall coordinator(s)) / distributor(s) (other than syndicate member(s)) (if applicable)	1. Aristo Securities Ltd 2. Huatai Financial Holdings (Hong Kong) Limited 3. China Merchants Securities (HK) Co., Limited 4. China Construction Bank (Asia) Corporation Limited
8. Name(s) of the persons(s) or firm(s) from whom the Undersigned obtained the Securities to be placed by the Undersigned	Sample New Listing

1 Reset: Resets and restores all data fields in this form to their default values.

Save: Saves the draft (user may return to work on the draft e-form at a later time).

Preview: Provides a preview before submission.

2 E-signature: E-signature of submitter.

Name of Submitter	Title of Submitter
Submitter's Company Name Distributor 1 Limited	
28-October-2022	

- (ii) **Sponsor's / Overall Coordinator's Declaration**, a declaration made by the each and **every** Sponsor and/or Overall Coordinator on its compliance with the Listing Rules and the number of subscribers and shares allotted in the IPO.

For Sponsor's Declaration:

← Sponsor's / Overall Coordinator's Declaration Pending 1 Reset Save Preview

Sample New Listing 9992 Appendix 5 - Form E

PRIVATE AND CONFIDENTIAL

SPONSOR'S / OVERALL COORDINATOR'S DECLARATION

Case Number: 20221017-115392-0001

Dear Sirs,
We, Goldman Sachs (Asia) Securities Limited, being a sponsor and an overall coordinator to Sample New Listing (the "Issuer") hereby declare to the best of our knowledge and belief having made all reasonable enquiries that:—

(1) OFFERS FOR SUBSCRIPTION AND OFFERS FOR SALE

The securities have been allotted as follows:—

No. of Allotees	No. of Securities allotted
1	25,000,000

(2) PLACINGS

(i) The securities have been placed as follows:—

No. of Places	No. of Securities placed
2	225,000,000

(ii) A bookbuilding process to assess and make allocation of securities was carried out.

(iii) The placing of the securities is in compliance with the placing guidelines set out in Appendix 5.1x 5.

I, *Securities of an investment company (as defined in Rule 21.07 of the Listing Rules).* interests in a REIT, stapled securities and

Name of Submitter
Submitter

Title of Submitter
Principal

Company Name
Sponsor Company Limited

28-October-2022

1 Reset: Resets and restores all data fields in this form to their default values.

Save: Saves the draft (user may return to work on the draft e-form at a later time).

Preview: Provides a preview before submission.

2 E-signature: E-signature of e-signature of submitter.

⚠ The signing Principal will be the FINI user executing the e-signatures for all regulatory forms submitted in FINI.

For Overall Coordinator's Declaration:

← Sponsor's / Overall Coordinator's Declaration Pending 1 Reset Save Preview

Sample New Listing
9992

Appendix 5 - Form E

PRIVATE AND CONFIDENTIAL

SPONSOR'S / OVERALL COORDINATOR'S DECLARATION

Case Number: 20221017-115392-0001

Dear Sirs,
We, China International Capital Corporation, being a sponsor and an overall coordinator to Sample New Listing (the "Issuer") hereby declare to the best of our knowledge and belief having made all reasonable enquiries that:—

(1) OFFERS FOR SUBSCRIPTION AND OFFERS FOR SALE

The securities have been allotted as follows:—

No. of Allotees	No. of Securities allotted
1	25,000,000

(2) PLACINGS

(i) The securities have been placed as follows:—

No. of Places	No. of Securities placed
2	225,000,000

(ii) A bookbuilding process to assess and make allocation of securities was carried out.

(iii) The placing of the securities is in compliance with the placing guidelines set out in Appendix 5.

Not , interests in a REIT, stapled securities and securities of an investment company (as defined in Rule 21.01 of the Listing Rules).

Name of Submitter Submitter
Title of Submitter Principal
Company Name OC1 Limited
28-October-2022

2

1 Reset: Resets and restores all data fields in this form to their default values.

Save: Saves the draft (user may return to work on the draft e-form at a later time).

Preview: Provides a preview before submission.

2 E-signature: E-signature of e-signature of submitter.

- (iii) **Transaction Levy Form**, a statement provided by the **Designated Sponsor** to submit the total trading fee and transaction levies.

Transaction Levy Form
Pending

Sample New Listing
9992

M402/G402

PRIVATE AND CONFIDENTIAL

TRANSACTION LEVY FORM

NEW LISTING APPLICATION EQUITY – MAIN BOARD / GEM
(to be submitted after the issue of the listing document but before dealings commence)

28-October-2022

Dear Sirs,

Listing Applicant : Sample New Listing
Case Number : 20221017-115392-0001
Transaction Type : New Listing - Primary Listing on the Main Board of The Stock Exchange of Hong Kong Limited
Subject : Submission of Transaction Levy/ FRC Levy/ Trading Fee

We confirm that we have duly submitted the [transaction levy/ FRC levy/ trading fee]* under Appendix 8 of the Main Board Listing Rules.

1 Reset: Resets and restores all data fields in this form to their default values.

Save: Saves the draft (user may return to work on the draft e-form at a later time).

Preview: Provides a preview before submission.

2 E-signature: E-signature of submitter.

Name of Submitter Submitter
Title of Submitter Principal
Company Name Sponsor Company Limited
28-October-2022

- (iv) **Issuer's Declaration**, a declaration submitted by the Legal Advisers (for Issuer) on behalf of the issuer's director and company secretary on the issuer's the compliance with the Listing Rules and guidance letters.

⚠ Prior to submission of the form, the Legal Adviser (for Issuer) must download the completed form for signature by the issuer's director and company secretary (where applicable) and upload a scanned copy of the form for submission .

← Issuer's Declaration Pending 1 Reset Save Preview

Sample New Listing 9992 Appendix 5 - Form F

PRIVATE AND CONFIDENTIAL

ISSUER'S DECLARATION

Case Number: 20221017-115392-0001
28-October-2022

Unless otherwise defined herein, capitalised terms used in this form have the same meanings as those defined in the listing document of Sample New Listing (hereinafter called the "Issuer") dated 27-October-2022 (the "Listing Document").

We, and a Director and the Secretary respectively of the Issuer, declare to the best of our knowledge, information and belief as follows:

1. (a) that all legal requirements in connection with such of the following securities of the Issuer, namely 250,000,000 Ordinary shares have been complied with;

(b) that all documents required by the Companies (Winding Up and Miscellaneous Provisions) Ordinance to be filed with the Registrar of Companies in connection with such have been duly filed;

Exclude this block 2

2. that all pre-conditions for listing imposed by the listing rules of The Stock Exchange of Hong Kong Limited entitled "Rules Governing the Listing of Securities" ("Listing Rules") under "Qualifications for Listing" have, insofar as applicable, been fulfilled in relation to the Issuer and the securities of the Issuer referred to in paragraph 1 above;

1 Reset: Resets and restores all data fields in this form to their default values.

Save: Saves the draft (user may return to work on the draft e-form at a later time).

Preview: Provides a preview before FINI generates the downloadable completed Issuer's Declaration. The submitting user must provide a confirmation by checking the relevant box, as shown below, before a .pdf is generated by FINI for downloading:

I hereby confirm (1) I have obtained all the necessary information and supporting documents to make this confirmation; and (2) the information filled in this form is accurate and not misleading in any material respect.

Edit Confirm

2 Blocks: Certain paragraph in the Issuer's Declaration are grouped under checkboxes and will be hidden if the checkboxes are selected. Please refer to the Issuer's Declaration Fields below for further information.

Issuer's Declaration
Pending Signature

5 Preview

Step 1: Print **AABBCC_CO_Issuer_Declaration_Deacons_V01.pdf** 3
_V01.pdf

Step 2: Sign

Step 3: Upload **Signed Issuer's Declaration** 4
Uploaded file will be renamed to the system's format.

3 System Generated PDF: As mentioned in **1**, FINI will generate a .pdf file of the completed Issuer's Declaration, for the Legal Adviser (for Issuer) to download and obtain physical signatures from a Director and Company Secretary (where needed) of the issuer.

4 Upload for Submission: Uploading the signed Issuer's Declaration on FINI for submission.

5 Preview: Confirm to submit.

Confirm to submit ?

Signed Issuer's Declaration
AABBCC CO_Issuer_Declaration,V01.pdf

Cancel Confirm

Depository and Settlement Forms

The Depository and Settlement Forms function is for the issuer's advisers to arrange settlement of the institutional offer and pre-deposit with HKSCC, which includes:

1. **Placement / Pre-deposit form function**, which is an e-form made available to the issuer's advisers at Deal / PO start time (i.e. IPO status of "Deal Initiated") for HKSCC's processing, one business day before Commencement of Trading Date [09:00, Commencement of Trading Date]
2. **Placement form for Over-allotment Option ("OAO") function**, which are e-form(s) made available to the issuer's advisers at start time [15:45, Commencement of Trading Date] for HKSCC's processing by the Over-allotment Option deadline [15:45, 60 calendar days after Commencement of Trading Date]
3. **Formal Admission letter function**, which is a PDF document generated by the system and made available for download on one business day before the Commencement of Trading date at 17:15, subject to the condition that the IPO status is not Suspended / Cancelled / Invalidated.

This function is accessible to Designated Sponsor, other Sponsor(s), Legal Adviser(s) (Sponsor), Legal Adviser(s) (Issuer), Designated Overall Coordinator and other Overall Coordinator(s) to perform related actions within the function. Meanwhile, once the e-form(s) has been approved by HKSCC, the information will be accessible for viewing for Distributor(s), Share Registrar, and HKSCC.

Overview

This below description displays the functionalities at two different statuses:

- (a) Pending: Refers to data input stage, form is not submitted to HKSCC
- (b) Document Generated: Refers to form approved by HKSCC and available for download

Please refer to the [Depository and Settlement Form Fields](#) for list of available data fields.

Placement / Pre-deposit form [Pending status]

Able to view and perform actions for following parties: Designated Sponsor, other Sponsor(s), Legal Adviser(s) (Sponsor), Legal Adviser(s) (Issuer), Designated Overall Coordinator and other Overall Coordinator(s)

No viewing access for following parties: Distributor

- 1 **User Functions:** Accesses the Depository and Settlement Form function.
- 2 **Reset button:** Removes all current inputs to the default value(s).
- 3 **Save button:** Saves the current snapshot of values inputted.
- 4 **Preview button:** Refers to submission of the form. A preview page will appear before a confirmation of submission.
- 5 **Pre-depository tick box:** Refers to the indicator on relevant shares transferred from a dual-listed issuer's overseas share register to its Hong Kong share register.

⚠ In order to qualify for the stock withdrawal fee concession, the indicator must be selected as mentioned above and serves the purpose of facilitating subsequent withdrawal and transfer of shares from the Hong Kong share register to the overseas share register. For further details, please refer to HKSCC circular ([Ref: CD/DNS/CCASS/254/2019](#)).

- 6 General section:** Section containing declaration of pre-depositary; and where applicable, the input of name of depositary or trustee-manager.
- 7 Settlement arrangement section:** Refers to settlement entry details, which are mandatory for inputs before the form can be submitted.
- 8 + New Entry:** Allows creation of an additional entry, all fields within the section replicated.
- 9 Supporting Documentation(s) section:** Refers to list of mandatory and optional documentations to support the submission of depositary and settlement form

Placement / Pre-deposit form [Document Generated status]

Able to view and download for following parties: Designated Sponsor, other Sponsor(s), Legal Adviser(s) (Sponsor), Legal Adviser(s) (Issuer), Designated Overall Coordinator, other Overall Coordinator(s), and Distributor:

The screenshot displays the 'Placement / Pre-deposit Form' interface with a 'Document Generated' status. The interface includes a left sidebar with navigation options, a main content area with three sections, and a right sidebar with a 'Contents' menu.

Left Sidebar:

- NF
- 79864 Deal Initiated
- HKD 100,000 - 200,000 Offer Price Range
- 2022-09-07 12:00 Public Offer End Date
- Dashboard
- IPO Reference Data
- Allocation Adjustments
- Institutional Offer
- Allotment Results Announcement (ARA)
- Regulatory Submissions
- Depository & Settlement

Main Content Area:

- Document Generated:** 79864_Placement_Pre-deposit_Form_V01.pdf (1)
- General:** Pre-depository Securities *
- Settlement Arrangement:**
 - Settlement Entry 1
 - Number of Securities: 1,000
 - Type of Securities: New
 - Name of Shareholder: HKSCC Nominees Limited
 - CCASS Participant ID / Name: B01183 B01183 PART FULL NAME 1 B01183 PART FULL NAME 2
 - Remarks: Test
- Supporting Documentation(s):**
 - Board Resolution: test case ref.pdf
 - Share Certificate Specimen: test case ref.pdf
 - Other Supporting Documents: *

Right Sidebar (Contents):

- General
- Settlement Arrangement
- Supporting Documentation(s)

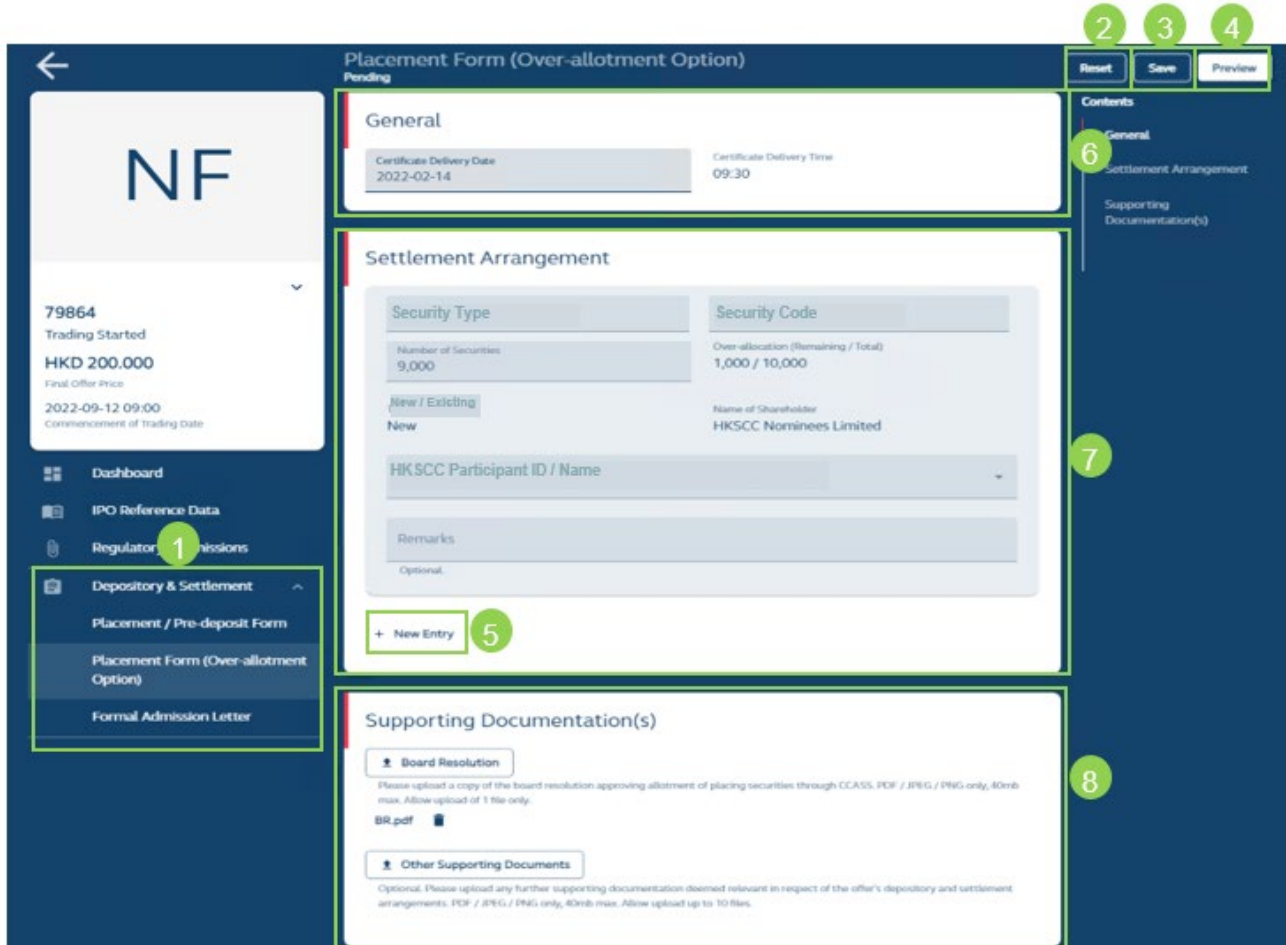
1 Comments: Conditional that HKSCC has reverted the form for user to amend, the relevant comments would display once icon is selected.

2 Download: Downloads the placement / pre-deposit form (in PDF format) for viewing.

Placement form (Over-allotment Option) [Pending status]

Able to view and perform actions for following parties: Designated Sponsor, other Sponsor(s), Legal Adviser(s) (Sponsor), Legal Adviser(s) (Issuer), Designated Overall Coordinator, and Overall Coordinator(s)

No viewing access for following parties: Distributor



1 User Functions: Accesses the Depository and Settlement Form function and access the Placement Form (Over-allotment Option) menu.

2 Reset button: Removes all current inputs to the default value(s).

3 Save button: Saves the current snapshot of values inputted.

4 Preview button: Refers to submission of the form. A preview page will appear before a confirmation of submission.

5 + New entry: Allows creation of an additional entry, all fields within the section replicated.

6 General section: Section containing share certificate delivery date; and where applicable, the input of name of depository or trustee-manager.

7 Settlement arrangement section: Refers to settlement entry details which are mandatory for inputs before the form can be submitted. Includes the calculation of total number of shares and remaining number of shares.

8 Supporting Documentation(s) section: Refers to list of mandatory and optional documentations to support the submission of depository and settlement form.

Placement form (Over-allotment Option) [Document Generated status]

Able to view and download for following parties: Designated Sponsor, other Sponsor(s), Legal Adviser(s) (Sponsor), Legal Adviser(s) (Issuer), Designated Overall Coordinator, other Overall Coordinator(s), and Distributor

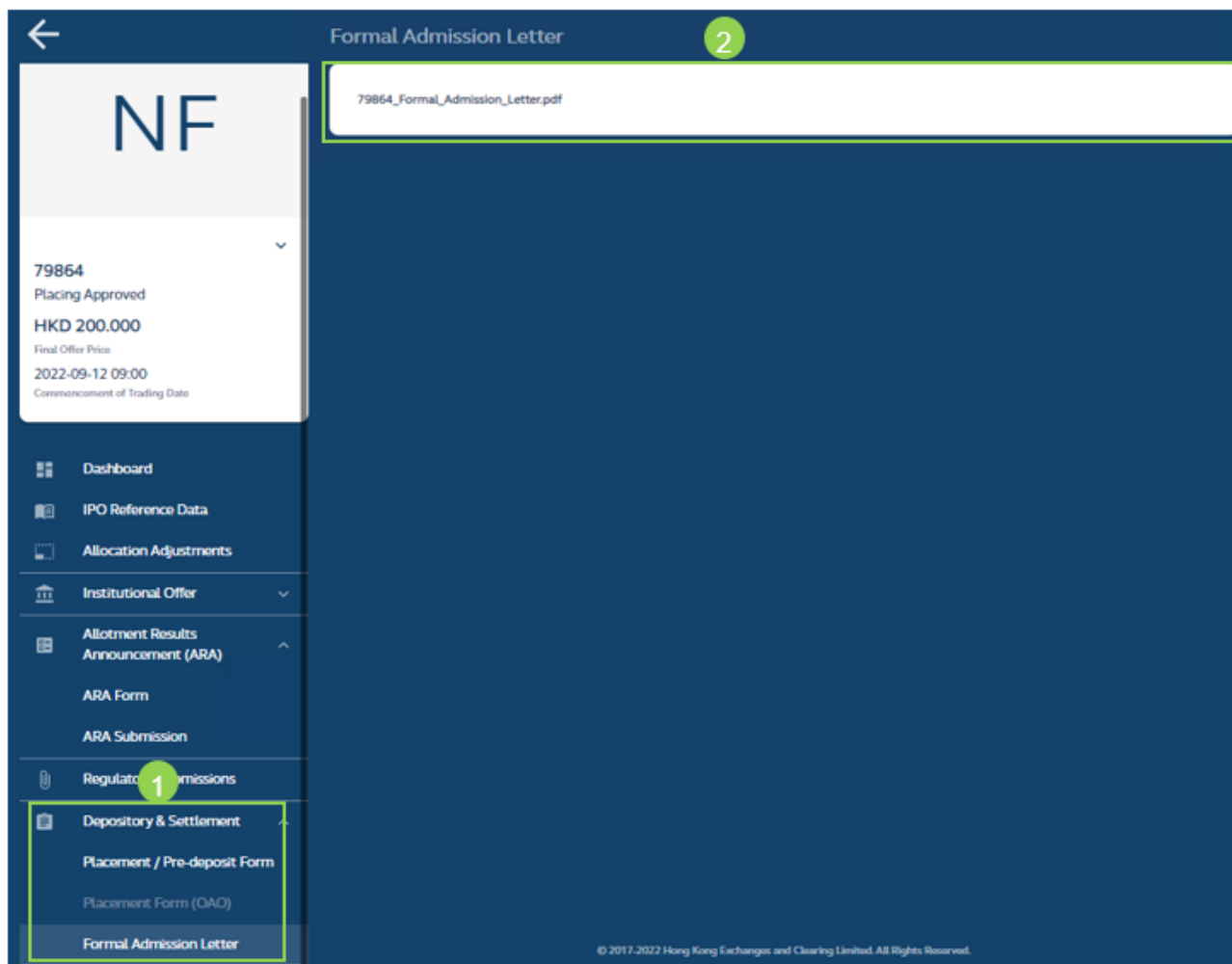
The screenshot displays the 'Placement Form (Over-allotment Option)' interface. At the top, a navigation bar shows a back arrow, the title 'Placement Form (Over-allotment Option)', and a 'Document Generated' status with a green checkmark icon labeled '1'. Below the title, a white box contains the identifier 'NF (79864)'. A green box highlights a document link '78884_Placement_Form_OAO_Form-1_V01.pdf' with a download icon, labeled '1'. The main content area is divided into three sections: 'General' (labeled '2'), 'Settlement Arrangement', and 'Supporting Documentation(s)'. The 'General' section shows 'Certificate Delivery Date' as 2022-02-14 and 'Certificate Delivery Time' as 09:30. The 'Settlement Arrangement' section includes 'Settlement Entry 1' with 'Number of Securities' as 9,000, 'Type of Securities' as 'New', and 'Name of Shareholder' as 'HKSCC Nominees Limited'. It also lists 'CCASS Participant ID / Name' as 'B01708 B01708 PART FULL NAME 1 B01708 PART FULL NAME 1' and a 'Remarks' field. The 'Supporting Documentation(s)' section lists 'Board Resolution BR.pdf' and 'Other Supporting Documents'. A right-hand sidebar contains a 'Contents' menu with links for 'General', 'Settlement Arrangement', and 'Supporting Documentation(s)'.

1 User Functions: Accesses the Depository and Settlement Form function and access the Placement Form (Over-allotment Option) menu.

- 2 **Reset button:** Removes all current inputs to the default value(s).
- 3 **Save button:** Saves the current snapshot of values inputted.
- 4 **Preview button:** Refers to submission of the form. A preview page will appear before a confirmation of submission.
- 5 **+ New entry:** Allows creation of an additional entry, all fields within the section replicated.

Formal admission letter

Able to view and download for following parties: Designated Sponsor, other Sponsor(s), Legal Adviser(s) (Sponsor), Legal Adviser(s) (Issuer), Designated Overall Coordinator, and other Overall Coordinator(s).



1 User Functions: Accesses the Depository and Settlement Form function and access the formal admission letter menu. Formal admission letter (PDF format) is only available for newly listed securities.

2 Download button: Allows the download of the formal admission letter PDF into your local desktop.

Audit Log

The Audit Log interface allows users to download daily audit reports related to different IPO cases and user functions.


Overview

The Audit Log function covers the list of audit logs used to track user submissions input actions that affect FINI's data records. An audit log is generated at 00:00 every day from Monday to Saturday and 13:00 on Sunday for all user activities performed on the previous calendar date, with a log generated for each company that has access to the specific function. Even if a company has no user activities for that day, an audit log would still be generated but with no data available. For an audit log which is a zip file containing multiples .csv files, all the .csv files will be generated even if any of them does not have any activities to be recorded.

For example, the action that HKSCC cleared an [IPO Reference Data](#) e-form at **18:00 today** will be shown on the audit log which is scheduled to be generated at **00:00 tomorrow**.

The audit log function is available for the (i) **IPO Reference Data function** (accessible by Sponsors, and Overall Coordinators) and (ii) **Depository and Settlement Forms** (accessible by Sponsors, Legal Advisers (for Sponsor), Legal Advisers (for Issuer) and Overall Coordinator(s)).

 Users of a company can only access their own company's audit log, which records the actions triggered by users of this company only.

 For example, when the Designated Sponsor submits the IPO Reference Data e-form, this submission action is only shown in the Designated Sponsor's audit log, which is generated at 00:00 on the next calendar day (after submission) and accessible by users from the Designated Sponsor company only. For other Sponsors (if any) and the HK Legal Adviser (for Sponsor), whilst they have access to their own audit logs, their audit logs would only display the message "No data available".

How to access audit log:



Select the drop-down menu from the user icon and select Audit Log to access the function.

The screenshot shows the 'Audit Log' page. At the top left is the 'Audit Log' header. Below it is a table with the following columns: 'Stock Code', 'Company Name', 'Report Date' (with a downward arrow), and 'Report Name'. The table contains six rows of data. A green box highlights the table, and a green circle with the number '1' is placed above the table header. At the bottom right of the table, there is a pagination control showing 'Rows per page: 10' and '1-6 of 6' with left and right navigation arrows.

Stock Code	Company Name	Report Date ↓	Report Name
9625	Best Financial Company Limited	2022-06-24	Sponsor Full IPO Reference Data
9909	Best Internet Technology Company Limited	2022-06-24	Sponsor Full IPO Reference Data
9625	Best Financial Company Limited	2022-06-23	Sponsor Full IPO Reference Data
9909	Best Internet Technology Company Limited	2022-06-23	Sponsor Full IPO Reference Data
9625	Best Financial Company Limited	2022-06-22	Sponsor Full IPO Reference Data
9909	Best Internet Technology Company Limited	2022-06-22	Sponsor Full IPO Reference Data

1 Reports: Displays a table containing the list of audit reports (for all IPOs that the user is involved in) that can be downloaded by the user (see below for list of available data fields).

Field	Format	Length	Description
Stock Code	String	10	The IPO's stock code. Blank if the report relates to a non-IPO specific function.
Company Name	String	80	The IPO's company name. Blank if the report relates to a non-IPO specific function.
Report Date	String	10	The calendar date on which the audit activities were captured within the report. For example, the system would generate on 2022-06-22 (00:00) the audit report for activities performed on 2022-06-21 (with Report Date = 2022-06-21).
Report Name	String	255	The name of the report (refer to Data Specifications for the full list).

IPO Change

The IPO Change function allows the Designated Sponsor to amend an IPO's reference data in-flight through the [IPO Reference Data](#) interface after the IPO Status reaches the "Deal Initiated" status. The specific data fields that can be amended are grouped under the following four operational windows, subject to the applicable IPO statuses under different offering types:

- (i) When an IPO's Status is at "Deal Initiated";
- (ii) When an IPO's Status is at "Public Offer Closed" or "Applications Validated";
- (iii) When an IPO's Status is at "Allotment Confirmed", "Money Settlement" or "Allocation Confirmed"; and
- (iv) When an IPO's Status is at "Placing Approved" or "Allotment Results Approved".


However, not all statuses are applicable to the offering types. For example, the IPO Statuses, such as "Public Offer Closed" and "Applications Validated" are not applicable for the Offering Type "By placing only". You may refer to [IPO Timetable and Systems](#) for the timetables under different offering types.

Overview

The main purpose of the IPO Change function is to allow the Designated Sponsor to amend the information submitted in FINI to (i) rectify any inconsistencies between the information initially entered into FINI via the [IPO Reference Data](#) function and the published prospectus; and (ii) to amend the listing timetable due to delays in the IPO.

Information Rectification:

For avoidance of doubt, the amendment of information via the IPO Change function **must not** introduce new information pertaining to an IPO case, where such information **have not been** disclosed in the issuer's prospectus, nor in any subsequent supplemental announcement.

 If an issuer encounters a material adverse change and is required to publish a supplemental prospectus, it must first cancel its IPO on FINI and then re-launch the IPO on FINI via [IPO Cancellation](#), after publication of the supplemental prospectus and making all necessary submissions to regulators (if any).

Amendments of Listing Timetable:

As set out in the FINI Information Pack, the T+2 settlement cycle under FINI is mandatory and an issuer may only amend the listing timetable for extending the settlement cycle beyond a T+2 timetable, if (i) it is at the request of regulators; or (ii) an issuer has sought in advance and received consent from the Listing Division on an extended settlement cycle, where the details of such have been disclosed in the issuer's prospectus.

⚠ An issuer must first consult the Listing Division in advance to seek consent to conduct its offering with a “T+3” or longer settlement timetable. A written consent application must be provided by the issuer during the IPO vetting process to explain why a prolonged settlement timetable is necessary. The Listing Division will then review the reasons stated and issue comments if necessary. Where the Listing Division is of the view that the applicant has a compelling reasons for the prolonged settlement timetable, it will consent to the prolonged settlement timetable and issue a written correspondence to the new applicant.

There are no prescribed specific circumstances which would warrant a longer settlement cycle or prescribed time frame for extension of delay of settlement cycle of an IPO. The Listing Division will review the reasons for an extended timetable on a case-by-case basis⁵.

FINI will not limit the number of times an IPO may be delayed, which is dependent on the facts and circumstances of each case. However, the Listing Division expects the issuer and sponsor(s) to determine a realistic revised timetable that will ensure sufficient time to address any outstanding regulatory concerns and for regulators to review such responses to minimize delay to an IPO. If the issuer unable to accurately estimate the delay or if it believes a considerable amount of time would be needed to respond to the regulators’ queries (i.e. over 1 business day), the Listing Division may request the IPO Issuer to first cancel the IPO via [IPO Cancellation](#).

Timing of when and which dates in an IPO timetable may be amended:

System Status	Stage of IPO	Possible dates in the Timetable an Issuer may amend
Pending	<u>Before</u> prospectus publication	<ul style="list-style-type: none"> ✓ Public Offer Start Date ✓ Public Offer End Date ✓ Pricing Date ✓ Commencement of Trading Date
Deal Initiated	<u>After</u> prospectus publication but <u>before</u> offer pricing confirmed	<ul style="list-style-type: none"> X Public Offer Start Date ✓ Public Offer End Date ✓ Pricing Date ✓ Commencement of Trading Date
Public Offer Closed / Applications Validated / Allotment Confirmed / Money Settlement / Allocation Confirmed /	<u>After</u> offer pricing confirmed but <u>before</u> commencement of dealings	<ul style="list-style-type: none"> X Public Offer Start Date X Public Offer End Date X Pricing Date

⁵ Reasons for an extension of timetable may include the timing of Hong Kong or overseas public holidays; additional time is required to complete certain settlement processes (e.g. unable to determine the offer price or find sufficient placees) or respond to regulatory comments; or regulatory concerns raised during the vetting process that will result in heightened vetting of placee lists.

System Status	Stage of IPO	Possible dates in the Timetable an Issuer may amend
Placing Approved / Allotment Results Approved		✓ Commencement of Trading Date

For the complete list of amendable IPO Reference Data fields, please refer to [IPO Change Fields](#) below.

⚠ Changes made to certain fields may cause other fields or FINI functions to reset and would need to be re-submitted prior to their respective deadlines (i.e. amendments made by the Designated Sponsor to the offer price range (i.e. to correct a typo) would reset the submitted Final Offer Price, which would need to be re-submitted by the Designated Overall Coordinator).

Workflow

IPO Reference Data function after an IPO is launched on FINI (i.e. IPO status has reached “Deal Initiated”).

The screenshot displays the 'IPO Reference Data' interface. On the left, a 'Sample New Listing' card shows 'Deal Initiated' and an offer price range of 'HKD 10,000 - 20,000'. The main content area is divided into 'Initial Information' and 'Company Information' sections. The 'Initial Information' section includes fields for Case Number (20221003-I12346-0002), Unique FINI Case # (AZYNKCB), Company Name (English Full) (Sample New Listing), IPO Vetting Team (HKEX GEN_listingteamA), and SFC-CF Team (Securities and Futures Commission GEN_team01). The 'Company Information' section includes fields for Company Name (English Full) (Sample New Listing), Company Name (English Short) (SNLG), Company Name (Chinese Full) (上市公司), Company Name (Chinese Short) (上市), and Stock Code (9992). On the right, a 'Contents' sidebar lists sections: Initial Information, Company Information, Type of Listing, Offering, Advisers, Timetable, Documents, and Transaction Costs. At the top right, there are two buttons: 'Cancel IPO' (marked with a green circle 1) and 'Amend IPO' (marked with a green circle 2). A green circle 3 highlights the 'Completed' status of the listing.

1 Cancel IPO: For the Designated Sponsor to initiate [IPO Cancellation](#).

2 Amend IPO: For the Designated Sponsor to initiate IPO Change and amend the information entered in the [IPO Reference Data](#) function.

3 IPO Reference Data Status: Displays the status of the IPO Reference Data. For the Cancel IPO and Amend IPO buttons to be available, the IPO must have been initiated on FINI, meaning the IPO Reference Data status is “Completed”.

After Initiating IPO Change Function:

1 Delete: This button allows the submitting user to delete the draft changes made to the IPO Reference Data fields and will send the user back to the “Completed” page of the IPO Reference Data.

Reset: Resets the IPO Change function, restoring all data fields in this function to their previously submitted.

Save: Saves the draft (user may return to work on the draft e-form at a later time).

Preview: Provides a preview of the amended e-form before the submitting to HKSCC for clearance. The submitting user must provide a declaration by checking the relevant box, as shown below, before submission is confirmed:

⚠ If a user accidentally deletes or overwrites any attachments in the IPO Change e-form, the user can leave the e-form without saving (click “Delete”) or simply reset the e-form to retrieve the attachments from the previously cleared version (click “Reset”).

I hereby acknowledge that the information provided herein is true and accurate, and confirmed by all relevant sponsors. Should there be any changes to the provided information, I will notify HKSCC immediately.

3 Edit Confirm

2 Acknowledgement: The Designated Sponsor is required to acknowledge that the information input is true and accurate, identical to its submission of the [IPO Reference Data](#).

3 Edit or Confirm: Selecting edit will return to the IPO Change function for further editing of the IPO reference data. Confirm is only available after the Designated Sponsor makes the acknowledgement.

4 Non-editable Fields: Critical fields will not be editable after an IPO is launched on FINI (i.e. the firms selected as the Designated Sponsor, offering type, securities to be listed, etc.). If such fields are required to be amended, the issuer must cancel and relaunch the IPO following the steps under [IPO Cancellation](#). Depending on the timing of when the IPO Change function is used, certain fields previously editable may become non-editable. You may refer to Scenarios 1 through 4 the IPO Change fields below for further details.

5 Editable Fields: Fields available for the user to amend. All editable fields will be pre-filled based on the IPO reference data information cleared by HKSCC. For the complete list of amendable IPO Reference Data fields, please refer to [IPO Change Fields](#) below.

The Designated Sponsor will be able to add, but not remove, Distributors after the list of advisers have initially been cleared by HKSCC under the first submission of the [IPO Reference Data](#).

Distributor(s)	
Distributor 1 Limited	PLA_SYN_team03
Distributor 2 Limited	PLA_SYN_team03
Distributor 3 Limited	PLA_SYN_team03
Distributor 4 Limited	PLA_SYN_team04

+ Distributor

Company Name Team -

+ Distributor

6 IPO Reference Data Status: Showing the status of the IPO Reference Data. Once the Amend IPO button has been activated, the IPO Reference Data status reverts to a “Pending” status.

Sample timetable amendment for “After prospectus publication / Before pricing”:

In the below example, the status of the IPO is at “Deal Initiated” (i.e. [Scenario 1](#)) and the date of amendment is the same day as the Public Offer Start Date:

1 Commencement of Trading Date: If a user amends this date, FINI will also automatically adjust the listing timetable accordingly.

2 Toggle Edit: Amend each individual date (if permitted).

3 Select Date: Select date based on fixed time period (determined by Commencement of Trading Date).

4 Confirm Edit: Confirm the edit (✓) or cancelling the edit (x).

Submission of Revised Reference Data:

The screenshot displays the 'IPO Reference Data' page with a 'Submitted' status. The page is divided into three main sections: a left sidebar, a central content area, and a right-hand 'Contents' menu.

- Left Sidebar:** Contains a back arrow and a box labeled 'Sample New Listing 9992'.
- Central Content Area:**
 - Initial Information:**
 - Case Number: 20221003-112346-0002
 - Company Name (English Full): Sample New Listing
 - IPO Vetting Team: HKEX GEN_listingteamA
 - Unique FINI Case #: AZYNKCXB
 - SFC-CF Team: Securities and Futures Commission GEN_team01
 - Company Information:**
 - Company Name (English Full): Sample New Listing
 - Company Name (English Short): SNLG SNL (highlighted with a green box and labeled '2')
 - Company Name (Chinese Full): 上市公司
 - Company Name (Chinese Short): 上市
 - Stock Code: 9992
- Right-hand 'Contents' Menu:**
 - Initial Information
 - Company Information
 - Type of Listing
 - Offering
 - Advisers
 - Timetable
 - Documents
 - Transaction Costs

1 After Submission: FINI will redirect the user to the amended IPO Reference Data page, where the status will be shown as “Submitted”.

2 Amended Reference Data Fields: All amended reference data fields will be shown as “tracked changes”, where the old reference data is struck-through. Once the revised reference data has been approved by HKSCC, the marked changes will disappear and only the final submission will be displayed.

Comments by HKSCC:

Any comments be raised by HKSCC during their review will follow the same flow as the [IPO Reference Data](#) function:

The screenshot displays the 'IPO Reference Data' interface. At the top, there is a 'Completed' status and a comment notification icon labeled '1'. In the top right corner, there are buttons for 'List', 'Cancel IPO', and 'View amend IPO e-form' (labeled '2'). The main content area is divided into two sections: 'Initial Information' and 'Company Information'. The 'Initial Information' section includes fields for Case Number (20221003-112346-0002), Unique FINI Case # (AZYNKCB), Company Name (English Full) (Sample New Listing), IPO Vetting Team (HKEX GEN_listingteamA), and SFC-CF Team (Securities and Futures Commission GEN_team01). The 'Company Information' section includes fields for Company Name (English Full) (Sample New Listing), Company Name (English Short) (SNLG), Company Name (Chinese Full) (上市公司), Company Name (Chinese Short) (上市), Stock Code (9992), and ISIN (-). On the left side, there is a 'Sample New Listing' card with details like Deal Initiated (9992), Offer Price Range (HKD 10.000 - 20.000), and Public Offer End Date (2022-12-27 12:00). A sidebar on the right contains a 'Contents' menu with items like Initial Information, Company Information, Type of Listing, Offering, Advisers, Timetable, Documents, and Transaction Costs.

1 Comment Notification: All comments raised by HKSCC will be shown under the comment notification and the comment will be displayed (with a timestamp) after clicking the comment icon:

The screenshot shows a comment notification box titled 'Comments'. It contains a circular icon with the letter 'H' representing HKSCC, followed by the text 'Comment here.' and a timestamp '2022-10-26 11:53'. A 'Close' button is located at the bottom right of the box.

2 View Amend IPO e-Form: Access the submitted IPO Reference Data amendments.

The screenshot displays the 'IPO Reference Data' e-form interface. At the top, a navigation bar includes a back arrow, the title 'IPO Reference Data', and buttons for 'Delete', 'Reset', 'Save', and 'Preview'. A 'Reverted' status indicator with a green circle containing the number '3' is prominently displayed. The form is organized into two main sections: 'Initial Information' and 'Company Information'. The 'Initial Information' section contains the following data:

Case Number	20221003-112346-0002	Unique FINI Case #	AZYNKCXB
Company Name (English Full)	Sample New Listing	IPO Vetting Team	HKEX GEN_listingteamA
		SFC-CF Team	Securities and Futures Commission GEN_team01

The 'Company Information' section includes input fields for:

- Company Name (English Full): Sample New Listing
- Company Name (English Short): SNL (with a note: 'All the letters must be uppercase.')
- Company Name (Chinese Full) (Optional): 上市公司
- Company Name (Chinese Short) (Optional): 上市

A 'Contents' sidebar on the right lists the following sections: Initial Information, Company Information, Type of Listing, Offering, Advisers, Timetable, Documents, and Transaction Costs.

3 Reverted Status: The Designated Sponsor can make further amendments to address HKSCC's comments and re-submit the amended IPO Reference Data e-form.

⚠ The buttons on this page would be the same as the page as when the Designated Sponsor first initiated the IPO Change Function (as shown above).

IPO Cancellation

The IPO Cancellation function allows the Designated Sponsor to terminate an IPO after it has been initiated on FINI (i.e. after the public offer has opened, and for IPOs without an offer, after the prospectus publication date).

For cancellations of an IPO before an IPO is initiated on FINI, you may refer to the [IPO Reference Data](#) function.

Overview

The IPO Cancellation function is initiated by the Designated Sponsor through the [IPO Reference Data](#) interface (with the click of a button), and will then trigger the suspension of all downstream tasks (i.e. Final Offer Pricing, Allocation Adjustments, Placee List submission, etc.) and the IPO status will change to a “Cancelled” status. All FINI stakeholders will be notified of the cancellation.

Before an IPO is cancelled on FINI, the issuer is required to have published an announcement regarding the cancellation. The Designated Sponsor must acknowledge the issuer has published an offer termination announcement before it is able to confirm the IPO cancellation.

Following the IPO’s Cancellation, a “Relaunch IPO” function will be made available to the Listing Division to create a new IPO case on FINI. The “Relaunch IPO” function will create a new IPO case based on the information entered into the cancelled IPO.

△ Issuers are advised to contact the Listing Division ahead of time, if it plans to re-launch its IPO, and request for a new unique FINI Case Number to unlock the re-launched IPO in FINI.

The steps in “Relaunch IPO” function will be identical to the steps for [IPO Initiation](#) for the Designated Sponsor to initiate a new IPO. However, under an IPO Relaunch, all page layout, data fields, user permissions, and business workflows will be consistent with the initial “Cancelled” IPO, where selected fields in the [IPO Reference Data](#) interface will be pre-filled.

The Designated Sponsor would need to submit this new reference data and is required to ensure all data fields are updated and accurate (e.g. new listing timetable, offer structure, transaction costs, upload a new prospectus or supplemental prospectus etc.) prior to submission for HKSCC clearance.

However, the “Relaunch IPO” function only available for 60 calendar days following the cancellation of an IPO, as information on the cancelled IPO is only retained in FINI for 60 calendar days following cancellation.

△ After 60 calendar days, the Designated Sponsor would re-launch the IPO as if it were a new IPO, entering all information pertaining to the IPO in the [IPO Reference Data](#).

Workflow

IPO Reference Data function after an IPO is launched on FINI.

The screenshot displays the 'IPO Reference Data' interface for a completed IPO application. The main content area is divided into two sections: 'Initial Information' and 'Company Information'. The 'Initial Information' section includes fields for Case Number (20221010-143685-0001), Unique FINI Case # (DJVNUCWB), Company Name (English Full) (Sample New Listing), and IPO Vetting Team (HKEX GEN_listingteamA). The 'Company Information' section includes fields for Company Name (English Full) (Sample New Listing), Company Name (English Short) (SNLG), Company Name (Chinese Full) (上市公司), and Company Name (Chinese Short) (上市). On the right side, there are two buttons: 'Cancel IPO' (highlighted with a green circle 1) and 'Amend IPO' (highlighted with a green circle 2). A 'Contents' sidebar on the right lists various sections: Initial Information, Company Information, Type of Listing, Offering, Advisers, Timetable, Documents, and Transaction Costs. The left sidebar shows a navigation menu with 'Dashboard' and 'IPO Reference Data' (selected).

1 Cancel IPO: For the Designated Sponsor to initiate IPO Cancellation.

2 Amend IPO: For the Designated Sponsor to initiate [IPO Change](#) and amend the information entered in the [IPO Reference Data](#) function.

After Initiating IPO Cancellation Function:

The screenshot shows the 'IPO Reference Data' interface with a 'Completed' status. A modal dialog titled 'Case Number' is displayed, asking the user to input the IPO Case Number to proceed with cancellation. The dialog includes a text input field with a placeholder 'XXXX - X - XXX' and a green circle with the number '1' next to it. The background interface shows 'Initial Information' and 'Company Information' sections.

1 Enter Case Number: The Designated Sponsor must enter the case number to initiate the cancellation of the IPO.

The screenshot shows the 'IPO Reference Data' interface with a 'Completed' status. A modal dialog titled 'Confirm cancellation of the IPO?' is displayed, asking the user to confirm the cancellation. The dialog includes two checkboxes: 'I hereby confirm the IPO's cancellation and that a supplemental announcement has been published on HKEXnews.' and 'I hereby acknowledge that the IPO's cancellation on FINI is final and irreversible, and thereby request HKSCC to unwind any related procedures.' The background interface shows 'Initial Information' and 'Company Information' sections.

2 Confirm IPO Cancellation: After entering the case number, the Designated Sponsor must confirm the cancellation and the publication of a cancellation announcement.

The screenshot displays the FINI dashboard for a cancelled IPO. At the top, a red banner reads "Cancelled" with a sub-message: "Alert: This IPO has been cancelled by its Sponsor(s). Please refer to the Issuer's announcement for further information." Below this, the dashboard is divided into several sections:

- Sample New Listing Card:** Shows the IPO title "Sample New Listing", case number "9992", and status "Cancelled". It also lists the final offer price as "HKD 20.000" and the commencement of trading date as "2022-12-01 09:00".
- Milestones Chart:** A Gantt-style chart showing the timeline of various milestones from Wednesday, 11-23 to Friday, 12-02. The milestones include:
 - Public Offer Subscription (from Wed 11-23 to Mon 11-28)
 - Public Offer Funding Confirmation (from Mon 11-28 to Tue 11-29)
 - Allocation Adjustments (from Tue 11-29 to Wed 11-30)
 - Public Offer Allotment (from Wed 11-30 to Thu 12-01)
 - Public Offer Money Settlement (from Thu 12-01 to Fri 12-02)
 - Placee Clearance (from Fri 12-02 to Sat 12-03)
 - Allotment Results Announcement (from Sat 12-03 to Sun 12-04)
 - Commencement of Trading (from Sun 12-04 to Mon 12-05)
- Initial Allocation:** A horizontal bar chart showing the initial allocation of 250,000,000 Total Offer Shares.
- Navigation Menu:** Located at the bottom left, it includes "Dashboard", "IPO Reference Data", and "Allocation Adjustments".

After the Designated Sponsor has confirmed the cancellation of the IPO, FINI will update the IPO status as "Cancelled" and a permanent banner is displayed at the top as a reminder that the IPO has been cancelled. FINI users may still continue to access the cancelled IPO card and view the information entered in the cancelled IPO, but would be unable to enter or amend any information.

6. Data Specifications

This section covers the technical specifications of each field of every workflow covered in **Section 5. Functional Guide** and aims to provide an in-depth description of each field the user needs to complete in each workflow.

For fields marked with “[security type]” and “[security type holder]”, the display should be based on the following:

For H-Share listings:

Securities to be Listed	[Security type]	Chinese version of [Security type]/ [證券]	[Security type holder]	Chinese version of [Security type holder]/[證券持有人]
Ordinary shares (H shares)	Non-WVR H Shares	H 股份(同股同權)	Non-WVR H Shareholders	H 股股東(同股同權)

For listings with WVR:

Securities to be Listed	[Security type]	Chinese version of [Security type]/ [證券]	[Security type holder]	Chinese version of [Security type holder]/[證券持有人]
Ordinary shares	Non-WVR Shares	股份(同股同權)	Non-WVR Shareholders	股東(同股同權)

For all other types of listings:

Securities to be Listed	English version of [Security type]	Chinese version of [Security type]/ [證券]	English version of [Security type holder]	Chinese version of [Security type holder]/[證券持有人]
Ordinary shares	Shares	股份	Shareholders	股東
Preference shares				
Ordinary shares (H shares)	H Shares	H 股份	H Shareholders	H 股股東
Ordinary shares (conversion from B to H shares)				
Real Estate Investment Trust	Units	單位	Unitholders	單位持有人
Exchange Traded Product				
Depository Receipts	Receipts	證券	DR Holders	證券持有人
Stapled Securities	Units	單位	Unitholders	單位持有人
Others (please fill in)	Shares	股份	Shareholders	股東

IPO Reference Data Fields

There are altogether over 70 data fields in the [IPO Reference Data](#) function, with the following specifications:

IPO Reference Data Fields

Company Information:

Field	Format	Length	Description
Relaunched Deal Indicator	String	1	To indicate whether the IPO case is going through a relaunch.
Existing Listed Company Indicator	String	1	To indicate whether the IPO case is operated by an existing listed company.
Company Name (English Full)	String	80	The IPO's company full English name.
Company Name (English Short)	String	15	The IPO's company short English name.
Company Name (Chinese Full)	String	80	The IPO's company full Chinese name.
Company Name (Chinese Short)	String	8	The IPO's company short Chinese name.
Stock Code	String	10	The IPO's stock code.
ISIN	String	12	The IPO's ISIN.
Place of Incorporation	String	40	The IPO company's place of incorporation.
Principal Place of Business in Hong Kong	String	40 * 4	The IPO company's principal address in Hong Kong

Warrants (up to 10):

 If the IPO case has no warrants, this table will be hidden.

Field	Format	Length	Description
Warrant Name (English Full)	String	100	The warrant's full English name.
Warrant Name (English Short)	String	15	The warrant's short English name.
Warrant Code	String	10	The warrant's security code.
ISIN	String	12	The warrant's ISIN.
Board Lot Size	Integer	6	The minimum trading unit of the warrant.
Initial Subscription Price	Decimal	12,3	The subscription price of the warrant.
Total Number of Warrants	Integer	20	The number of warrants to be issued.

Type of Listing:

Field	Format	Length	Description						
Offering Type	String	80	The listing method of the IPO case: <table border="1" data-bbox="678 1575 1356 1869"> <thead> <tr> <th>Offering Type</th> </tr> </thead> <tbody> <tr> <td>Global offer (placing and public offer)</td> </tr> <tr> <td>By placing only</td> </tr> <tr> <td>By public offer only</td> </tr> <tr> <td>By introduction</td> </tr> <tr> <td>Transfer from GEM</td> </tr> </tbody> </table>	Offering Type	Global offer (placing and public offer)	By placing only	By public offer only	By introduction	Transfer from GEM
Offering Type									
Global offer (placing and public offer)									
By placing only									
By public offer only									
By introduction									
Transfer from GEM									
Securities to be Listed	String	80	The type of securities being listed:						

Field	Format	Length	Description										
			<table border="1"> <thead> <tr> <th>Security type</th> </tr> </thead> <tbody> <tr><td>Ordinary shares</td></tr> <tr><td>Ordinary shares (H shares)</td></tr> <tr><td>Ordinary shares (conversion from B to H shares)</td></tr> <tr><td>Preference shares</td></tr> <tr><td>Real Estate Investment Trust</td></tr> <tr><td>Exchange Traded Product</td></tr> <tr><td>Depository Receipts</td></tr> <tr><td>Stapled Securities</td></tr> <tr><td>Others [Free text]</td></tr> </tbody> </table>	Security type	Ordinary shares	Ordinary shares (H shares)	Ordinary shares (conversion from B to H shares)	Preference shares	Real Estate Investment Trust	Exchange Traded Product	Depository Receipts	Stapled Securities	Others [Free text]
Security type													
Ordinary shares													
Ordinary shares (H shares)													
Ordinary shares (conversion from B to H shares)													
Preference shares													
Real Estate Investment Trust													
Exchange Traded Product													
Depository Receipts													
Stapled Securities													
Others [Free text]													
Nominal Value per Share	Decimal	[None]	The nominal or par value of the IPO company's securities.										
Nominal Currency	String	3	The nominal currency of the IPO company's securities.										
Listing Platform	String	10	<p>The listing board of the IPO case:</p> <table border="1"> <thead> <tr> <th>Board</th> </tr> </thead> <tbody> <tr><td>Main Board</td></tr> <tr><td>GEM</td></tr> </tbody> </table>	Board	Main Board	GEM							
Board													
Main Board													
GEM													
Listing Type	String	10	<p>The listing type of the IPO case:</p> <table border="1"> <thead> <tr> <th>Listing type</th> </tr> </thead> <tbody> <tr><td>Primary</td></tr> <tr><td>Secondary</td></tr> </tbody> </table>	Listing type	Primary	Secondary							
Listing type													
Primary													
Secondary													
Listing Categories	String	80	<p>To indicate whether the IPO case fits any specific listing categories (fields are non-mutually exclusive):</p> <table border="1"> <thead> <tr> <th>Listing category</th> </tr> </thead> <tbody> <tr><td>Dual-primary</td></tr> <tr><td>Biotech</td></tr> <tr><td>WVR</td></tr> <tr><td>US Reg-S</td></tr> <tr><td>Specialist Technology Company</td></tr> </tbody> </table>	Listing category	Dual-primary	Biotech	WVR	US Reg-S	Specialist Technology Company				
Listing category													
Dual-primary													
Biotech													
WVR													
US Reg-S													
Specialist Technology Company													
WVR Ratio	String	10	<p>If the IPO company has weighted voting rights securities, the voting ratio expressed in "[n] to [n]", e.g. "10 to 1"</p> <p>Hidden if "WVR" is not selected in Listing Categories.</p>										
Other Listing Venue(s)	String	80	<p>If the IPO case is a dual-primary listing, then the list of exchange(s) where the IPO company is also listed:</p> <p>Hidden if "Dual-primary" is not selected in Listing Categories.</p>										
Primary Listing Venue (other than on SEHK)	String	80	<p>If the IPO case is a secondary listing, then the list of primary exchange(s) where the IPO company is also listed (fields are non-mutually exclusive):</p> <table border="1"> <thead> <tr> <th>Exchange</th> </tr> </thead> <tbody> </tbody> </table>	Exchange									
Exchange													

Field	Format	Length	Description
			The Amsterdam Stock Exchange (NYSE Euronext - Amsterdam)
			The Australian Securities Exchange (ASX)
			The Brazilian Securities, Commodities and Futures Exchange (BM&FBOVESPA)
			The Frankfurt Stock Exchange (Deutsche Börse)
			The Italian Stock Exchange (Borsa Italiana)
			The London Stock Exchange (LSE)
			The Madrid Stock Exchange (Bolsa de Madrid)
			NASDAQ OMX (US)
			The New York Stock Exchange (NYSE Euronext (US))
			The Paris Stock Exchange (NYSE Euronext – Paris)
			The Singapore Exchange (SGX)
			The Stockholm Stock Exchange (NASDAQ OMX – Stockholm)
			The Swiss Exchange (SIX Swiss Exchange)
			The Tokyo Stock Exchange (TSE)
			The Toronto Stock Exchange (TMX)
			Others [Free text]

Hidden if “Primary” is selected in Listing Type.

Offering:

Field	Format	Length	Description								
Trading Currency	String	3	The IPO case's trading currency: <table border="1" data-bbox="716 1251 1411 1446"> <thead> <tr> <th>Currency</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>HKD</td> <td>Hong Kong Dollar</td> </tr> <tr> <td>CNY</td> <td>Chinese Yuan</td> </tr> <tr> <td>USD</td> <td>United States Dollar</td> </tr> </tbody> </table>	Currency	Description	HKD	Hong Kong Dollar	CNY	Chinese Yuan	USD	United States Dollar
Currency	Description										
HKD	Hong Kong Dollar										
CNY	Chinese Yuan										
USD	United States Dollar										
Downward Price Flexibility	Percentage	3,0	The percentage at which the IPO company may price its IPO below the minimum offer price.								
Upward Price Flexibility	Percentage	6,0	The percentage at which the IPO company may price its IPO above the maximum offer price.								
Minimum Offer Price	Decimal	12,3	The minimum offer price of the IPO.								
Maximum Offer Price	Decimal	12,3	The maximum offer price of the IPO.								
Final Offer Price	Decimal	12,3	The final offer price of the IPO. Displayed only after the final offer price has been confirmed by the Overall Coordinator(s).								
Trading Board Lot	Integer	6	The minimum trading unit of the IPO company.								
Public Offer Reallocation Cap (%)	Decimal	4,2	The percentage cap at which the IPO company may allocate its securities to the public offer at its own discretion.								
Number of [Security type] Held by Existing [Security type holder]	Integer	20	The number of securities issued by the IPO company before the commencement of the IPO.								
Number of Offer [Security type]	Integer	20	The expected number of securities to be issued by the IPO company following the completion of the IPO.								

Field	Format	Length	Description
Initial and Clawback Thresholds	Integer	4 * 10	The thresholds for triggering a clawback.
Public Offer Allocation (%)	Percentage	5,2 * 10	The number of securities to be allocated to the public offer, based on the clawback threshold reached.
Offer Size Adjustment Option (%)	Percentage	5,2	The IPO's offer size adjustment option, expressed in percentage terms (Example: "10" = 10%).
Over-allotment Option Inclusive of Offer Size Adjustment Option	String	80	To indicate whether the calculation of the IPO case's Over-allotment Option is inclusive of the Offer Size Adjustment Option.
Over-allotment Option (%)	Percentage	5,2	The IPO's over-allotment option, expressed in percentage terms (Example: "10" = 10%).
Denomination Table	N/A	N/A	The table containing the denominations at which an investor may subscribe for the IPO's public offer securities.
Initial Number of Public Offer [Security type]	Integer	20	The number of securities initially allocated to the public offer.
Initial Number of Institutional Offer [Security type]	Integer	20	The number of securities initially allocated to the institutional offer.
Total Initial Number of Offer [Security type]	Integer	20	Initial Number of Public Offer [Security type] + Initial Number of Institutional Offer [Security type].
Preferential Offer Allocation from Public Offer	Integer	20	The number of securities allocated to preferential offer(s) from the public offer.
Preferential Offer Allocation from Institutional Offer	Integer	20	The number of securities allocated to preferential offer(s) from the institutional offer.
Total Preferential Offer Allocation from Offer	Integer	20	The number of securities allocated to preferential offer(s) from the original share offer.
Final Number of Public Offer [Security type]	Integer	20	The final number of securities allocated to the public offer.
Final Number of Institutional Offer [Security type]	Integer	20	The final number of securities allocated to the institutional offer.
Final Number of Offer [Security type]	Integer	20	The final number of securities allocated to the share offer.
Size of Public Offer Size Adjustment Option Exercised (Number of [Security type])	Integer	20	The additional number of securities issued to the public offer using the IPO's offer size adjustment option.
Size of Institutional Offer Size Adjustment Option Exercised (Number of [Security type])	Integer	20	The additional number of securities issued to the institutional offer using the IPO's offer size adjustment option.
Total Offer Size Adjustment Option Exercised (Number of [Security type])	Integer	20	The additional number of securities issued to the share offer using the IPO's offer size adjustment option.
Size of Public Offer Over-allocation (Number of [Security type])	Integer	20	The additional number of securities issued to the public offer using the IPO's over-allotment option.
Size of Institutional Offer Over-allocation (Number of [Security type])	Integer	20	The additional number of securities issued to the institutional offer using the IPO's over-allotment option.
Total Over-allocation (Number of [Security type])	Integer	20	The additional number of securities issued to the share offer using the IPO's over-allotment option.
Final Size of the Public Offer	Integer	20	Final Number of Public Offer [Security type] + Size of Public Offer Size Adjustment Option Exercised (Number of [Security type]) + Size of Public Offer Over-allocation (Number of [Security type])
Final Size of the Institutional Offer	Integer	20	Final Number of Institutional Offer [Security type] + Size of Institutional Offer Size Adjustment Option Exercised (Number of [Security type]) + Size of Institutional Offer Over-allocation (Number of [Security type])
Final Size of the Offer	Integer	20	Final Size of the Public Offer + Final Size of the Institutional Offer
Total Issued Capital Upon Listing	Integer	20	The IPO company's total issued number of securities upon listing.
Total H Shares Issued Upon Listing	Integer	20	The IPO company's total issued number of H-shares upon listing.

Field	Format	Length	Description
			This field is hidden if "H-shares" or "Ordinary shares (conversion from B to H shares)" was not selected in Securities to be Listed .
Total Non-WVR Shares Issued Upon Listing	Integer	20	The IPO company's total issued number of non-weighted voting rights securities upon listing. This field is hidden if "WVR" was not selected in Listing Categories .

Public Offer Demand:

Field	Format	Length	Description
EIPO Channel (Valid Application Quantity)	Integer	20	Number of securities validly subscribed by the EIPO Channel.
e-White Channel (Valid Application Quantity)	Integer	20	Number of securities validly subscribed by the e-White Channel.
Total Public Offer (Valid Application Quantity)	Integer	20	Number of securities validly subscribed by the public offer.
Subscription Ratio (Valid Application Quantity)	Decimal	21,2	Total Public Offer Valid Application Quantity divided by Number of Public Offer [Security type] .
EIPO Channel (Invalid Application Quantity)	Integer	20	Number of securities invalidly subscribed by the EIPO Channel.
e-White Channel (Invalid Application Quantity)	Integer	20	Number of securities invalidly subscribed by the e-White Channel.

Institutional Offer Demand:

Field	Format	Length	Description
Number of Institutional Offer [Security type] Subscribed For	Integer	20	Number of securities validly subscribed by the institutional offer.
Institutional Offer Subscription Ratio	Decimal	21,2	Number of Institutional Offer [Security type] Subscribed For divided by Number of Institutional Offer [Security type] .

Preferential Offers (up to 10):

⚠ If the IPO case has no preferential offers, this table will be hidden.

Field	Format	Length	Description				
Name of Offer	String	80	The name of the preferential offer.				
Type of Offer	String	80	The type of preferential offer being operated: <table border="1" data-bbox="716 1333 1395 1528"> <thead> <tr> <th>Type</th> </tr> </thead> <tbody> <tr> <td>Shareholder Offer</td> </tr> <tr> <td>Employee Offer</td> </tr> <tr> <td>Others [Free text]</td> </tr> </tbody> </table>	Type	Shareholder Offer	Employee Offer	Others [Free text]
Type							
Shareholder Offer							
Employee Offer							
Others [Free text]							
Number of Preferential Offer [Security type]	Integer	20	The number of securities under				
IPO Tranche	String	80	The IPO tranche from which the securities of the preferential offer are taken from: <table border="1" data-bbox="716 1654 1395 1797"> <thead> <tr> <th>Type</th> </tr> </thead> <tbody> <tr> <td>Public Offer</td> </tr> <tr> <td>Institutional Offer</td> </tr> </tbody> </table>	Type	Public Offer	Institutional Offer	
Type							
Public Offer							
Institutional Offer							

Advisers:

⚠ The Designated Overall Coordinator in the IPO **must** be selected **first** under the list of Overall Coordinator(s) within the IPO.

Field	Format	Length	Description
Designated Sponsor	String	80	The Designated Sponsor of the IPO.
Other Sponsor(s)	String	80	The other joint sponsor(s) of the IPO.
HK Legal Adviser (for Sponsor)	String	80	The list of Hong Kong legal counsels retained by the sponsors of the IPO.
HK Legal Adviser (for Issuer)	String	80	The IPO company's Hong Kong legal counsel.
Underwriter(s)	String	80	The list of underwriters within the IPO.
Adviser(s)	String	80	The list of advisers within the IPO.
Overall Coordinator(s)	String	80	The list of Overall Coordinator(s) within the IPO.
Distributor(s)	String	80	The list of Distributor(s) within the IPO.
HK Share Registrar	String	80	The IPO company's Hong Kong Share Registrar.
Receiving Bank Name	String	80	The name of the Receiving Bank
Receiving Bank Code	String	3	Receiving Bank code
Money Settlement Branch Code	String	3	Funding Bank branch code
Money Settlement Bank Account Number	String	9	Funding Bank account number
Money Settlement Bank Account Name	String	40	Funding Bank account name
Money Settlement Address (Line 1)	String	40	Funding Bank address
Money Settlement Address (Line 2)	String	40	Funding Bank address (if used)
Money Settlement Address (Line 3)	String	40	Funding Bank address (if used)
Refund Branch Code	String	3	Refunding Bank branch code
Refund Bank Account Number	String	9	Refunding Bank account number
Refund Bank Account Name	String	40	Refunding Bank account name
Refund Address (Line 1)	String	40	Refunding Bank address
Refund Address (Line 2)	String	40	Refunding Bank address (if used)
Refund Address (Line 3)	String	40	Refunding Bank address (if used)
Refund Debtor Reference	String	8	Refunding debtor reference (pre-fill unique FINI case #) [non-editable]

Timetable:

Field	Format	Length	Description
Commencement of Trading Date	String	19	The expected time and date at which the IPO commences trading.
Deal / Public Offer Start Date	String	19	The time and date for opening the IPO's public offer for subscriptions.
Public Offer End Date	String	19	The time and date for closing the IPO's public offer from subscriptions.
Expected Price Determination Date	String	19	The latest time and date for determining the final price of the IPO.
Allotment Announcement / Share Posting / Certificate Dispatch Date	String	10	The expected date for broadcasting the public offer allotment results of the IPO.
Settlement Instructions Input Date	String	10	The expected date for HKSCC to permit the inputting of settlement instructions.
Pre-deposit / Placing Shares Delivery Date	String	19	The latest time and date for delivering the institutional offer shares to CCASS.

Documents:

Field	Format	Length	Description
Listing Document (English)	N/A	N/A	The IPO case's English prospectus (in PDF format).
Listing Document (Chinese)	N/A	N/A	The IPO case's Chinese prospectus (in PDF format).
Supplemental Announcement	N/A	N/A	The IPO case's supplemental announcements (if any). Hidden if there are no documents available.
Supplemental Prospectus (English)	N/A	N/A	The IPO case's supplemental English prospectus (if any). Hidden if there are no documents available.
Supplemental Prospectus (Chinese)	N/A	N/A	The IPO case's supplemental Chinese prospectus (if any). Hidden if there are no documents available.

Transaction Costs:

Field	Format	Length	Description
Brokerage	Percentage	8,5	The percentage of the allotment value payable as brokerage.
SFC Transaction Levy	Percentage	8,5	The percentage of the allotment value payable to the SFC.
Stock Exchange Trading Fee	Percentage	8,5	The percentage of the allotment value payable to SEHK.
FRCO Levy	Percentage	8,5	The percentage of the allotment value payable to the Financial Reporting Council.

Allocation Adjustment Fields

Preferential Offer Subscriptions:

△ The Preferential Offer Subscription section will be entered by the Share Registrar. The Designated Overall Coordinator also has editing rights for these fields. Sponsors, and Legal Advisers (for Sponsors) will have enquiry rights to view the information once the Allocation Adjustments has been submitted by the Designated Overall Coordinator.

△ If the IPO case has no preferential offers, this section will be hidden.

Field name	Input method	Length	Notes				
Name of Offer	String	80	The name of the preferential offer. Non-editable field, information displayed based on input in IPO Reference Data.				
Type of Offer	String	80	The type of preferential offer being operated: <table border="1" data-bbox="646 764 1325 961"> <thead> <tr> <th>Type</th> </tr> </thead> <tbody> <tr> <td>Shareholder Offer</td> </tr> <tr> <td>Employee Offer</td> </tr> <tr> <td>Others [Free text]</td> </tr> </tbody> </table> Non-editable field, information shown based on input in IPO Reference Data.	Type	Shareholder Offer	Employee Offer	Others [Free text]
Type							
Shareholder Offer							
Employee Offer							
Others [Free text]							
Number of Preferential Offer [Security type]	Integer	20	The number of securities under the preferential offer. Non-editable field, information shown based on input in IPO Reference Data.				
IPO Tranche	String	80	The IPO tranche from which the securities of the preferential offer are taken from: <table border="1" data-bbox="646 1136 1325 1283"> <thead> <tr> <th>Type</th> </tr> </thead> <tbody> <tr> <td>Public Offer</td> </tr> <tr> <td>Institutional Offer</td> </tr> </tbody> </table> Non-editable field, information shown based on input in IPO Reference Data.	Type	Public Offer	Institutional Offer	
Type							
Public Offer							
Institutional Offer							
Number of Valid Subscriptions	Integer	20	The final number of valid subscriptions for the preferential offer.				
Number of Rejected Subscriptions	Integer	20	The final number of rejected subscriptions for the preferential offer.				
Final Number of Allottees	Integer	20	The final number of allottees for the preferential offer				
Number of [Security type] Applied for Valid Applications	Integer	20	The total valid application quantity for the preferential offer.				
Final Allotted Quantity	Integer [non-editable]	20	The final number of securities allotted to the preferential offer. Non-editable field, pre-filled as the Number of [Security type] Applied for Valid Applications. If the Number of [Security type] Applied for Valid Applications > Number of Preferential Offer [Security type], then this field = Number of Preferential Offer [Security type].				
Share Reallocation	Integer [non-editable]	20	The number of shares reallocated to the IPO Tranche as a result of undersubscription in the preferential offer. Non-editable field, automatically calculated by FINI based on formula: Number of Preferential Offer [Security type] – Final Allotted Quantity.				

Public Offer Demand:

⚠ The Public Offer Demand section will be entered by the Share Registrar. The Designated Overall Coordinator also has editing rights for these fields. Sponsors, Overall Coordinators and Legal Advisers (for Sponsors) will have enquiry rights to view the information once it has been entered.

⚠ If the IPO case has no public offer, the section will be hidden.

Field name	Input method	Length	Notes
EIPO Channel Valid Application Quantity	Integer	20	The number of securities validly subscribed by the EIPO channel.
EIPO Channel Invalid Application Quantity	Integer	20	The number of securities invalidly subscribed by the EIPO channel.
e-White Channel Valid Application Quantity	Integer	20	The number of securities validly subscribed by the e-White channel.
e-White Channel Invalid Application Quantity	Integer	20	The number of securities invalidly subscribed by the e-White channel.
Total Public Offer Valid Application Quantity	Integer [non-editable]	21	The number of securities validly subscribed by the public offer. Non-editable field, automatically calculated by FINI based on the formula: EIPO Channel Valid Application Quantity + e-White Channel Valid Application Quantity.
Public Offer Subscription Ratio	Decimal [non-editable]	23,2	Total Public Offer Valid Application Quantity / Number of Public Offer [Security type]. Non-editable field, automatically calculated by FINI based on the formula: Total Public Offer Valid Application Quantity ÷ Number of Public Offer [Security type].

International Offer Demand:

⚠ The International Offer Demand section will be completed by the Designated Overall Coordinator. Sponsors, other Overall Coordinators and Legal Advisers (for Sponsors) will have enquiry rights to view the information once it has been entered.

⚠ If the IPO case has no international offer, the section will be hidden.

Field name	Input method	Length	Notes
Number of International Offer [Security type] Subscribed For	Integer	21	The number of securities validly subscribed by the institutional offer.
International Offer Subscription Ratio	Decimal [non-editable]	23,2	Number of Institutional Offer [Security type] Subscribed For divided by Number of Institutional Offer [Security type]. Non-editable field, automatically calculated by FINI based on the formula: Number of Institutional Offer [Security type] Subscribed For ÷ Number of Institutional Offer [Security type].

Offer Size Confirmation:

⚠ The Offer Size Confirmation section will be completed by the Designated Overall Coordinator. Sponsors, other OCs and Legal Advisers (for Sponsors) will have enquiry rights to view the information once it has been entered and saved on the interface.

Field name	Input method	Length	Notes
International Offer Reallocation Indicator	List (single selection)	N/A	<p>Indication of the subscription level of the international offer and any discretionary reallocation of shares between the international offer and public offer tranche (i.e. not required by Listing Rules, such as the reallocation of shares under Guidance Letter HKEX-GL91-18) with the following choices in the specified order:</p> <p>(1) No Reallocation [Default Option] - select if there is no reallocation to the public offer under Guidance Letter HKEX-GL91-18</p> <p>(2) Undersubscription (option only appears if there is an undersubscription in the international offer) - select if there is international offer undersubscription</p> <p>(3) Reallocation - select if there is international offer reallocation to the public offer pursuant to Guidance Letter HKEX-GL91-18</p> <p>⚠ For avoidance of doubt, under circumstances where an issuer must conduct a mandatory clawback, pursuant to PN18 of the Listing Rules, the system default option "No Reallocation" is selected and cannot be changed.</p> <p>⚠ For offers under a single tranche (i.e. by placing only or by public offer only) the system default option "No Reallocation" is selected and cannot be changed.</p>

Field name	Input method	Length	Notes
Preferential Offer Allocation from Public Offer	Integer [non-editable]	20	The number of securities allocated to preferential offer(s) from the public offer.
Preferential Offer Allocation from International Offer	Integer [non-editable]	20	The number of securities allocated to preferential offer(s) from the international offer.
Total Preferential Offer Allocation from Offer	Integer [non-editable]	20	<p>The total number of securities allocated to preferential offer(s) from the public and international offers.</p> <p>Non-editable field, automatically calculated by FINI based on the formula:</p> <p>Preferential Offer Allocation from Public Offer + Preferential Offer Allocation from Institutional Offer.</p>

⚠ The above fields are hidden if there is no preferential offer in an IPO.

Field name	Input method	Length	"International Offer Reallocation Indicator:	
			No Reallocation	Undersubscription / Reallocation
Final Number of Public Offer [Security type]	Integer	20	<p>The final number of securities allocated to the public offer (after mandatory clawback pursuant to PN18 of the Listing Rules, where applicable).</p> <p><u>Minimum</u> of either:</p> <p>(i) (Number of Offer [Security type] x applicable Public Offer Allocation %) – Sum of Final Allotted Quantity Preferential Offer from "Public Offer"; or</p> <p>(ii) Number of Offer [Security type] – Sum of Final Allotted Quantity Preferential Offer from "Public Offer".</p>	<p>The final number of securities allocated to the public offer (when no mandatory clawback pursuant to PN18 of the Listing Rules has been triggered).</p> <p>Editable field, to be input by the Designated Overall Coordinator.</p> <p>Pre-filled as Total Public Offer Valid Application Quantity.</p>
Final Number of International Offer [Security type]	Integer [non-editable]	20	<p>The final number of securities allocated to the international offer (after mandatory clawback pursuant to PN18 of the Listing Rules, where applicable).</p> <p>Non-editable field, automatically calculated by FINI based on the formula:</p> <p>Number of Offer [Security type] – Final Number of Public Offer [Security type] – Sum of Final Allotted Quantity Preferential Offer from "International Offer".</p>	<p>The final number of securities allocated to the international offer (where no mandatory clawback pursuant to PN18 of the Listing Rules has been triggered).</p> <p>Automatically calculated by FINI based on the offer information completed in this table and in IPO Reference Data (i.e. a non-editable field).</p>

Field name	Input method	Length	Notes
Final Number of Offer [Security type]	Integer [non-editable]	20	<p>The final number of securities allocated to the share offer.</p> <p>Non-editable field, automatically calculated by FINI based on the formula:</p> <p>Final Number of Public Offer [Security type] + Final Number of Institutional Offer [Security type].</p>
Offer Size Adjustment Option (%)	Percent age [non-editable]	3,2	<p>The IPO's offer size adjustment option, expressed in percentage terms (Example: "10" = 10%).</p> <p>Non-editable field, information displayed based on input in IPO Reference Data.</p> <p>This field is disabled if the Offer Size Adjustment Option (%) is entered as 0% in IPO Reference Data.</p>
Total Offer Size Adjustment Option Exercised (Number of [Security type])	Integer [Non-editable]	20	<p>The additional number of securities issued to the share offer using the IPO's offer size adjustment option.</p> <p>Non-editable field, information displayed based on input in IPO Reference Data.</p> <p>This field is disabled if the Offer Size Adjustment Option (%) is entered as 0% in IPO Reference Data.</p>
Size of Public Offer Size Adjustment Option Exercised (Number of [Security type])	Integer	20	<p>The additional number of securities issued to the public offer using the IPO's offer size adjustment option.</p> <p>Non-editable field, information displayed based on input in IPO Reference Data.</p> <p>This field is disabled if there is no public offer.</p>

Field name	Input method	Length	Notes
Size of International Offer Size Adjustment Option Exercised (Number of [Security type])	Integer	20	The additional number of securities issued to the institutional offer using the IPO's offer size adjustment option. Non-editable field, information displayed based on input in IPO Reference Data. This field is disabled if there is no international offer.
Over-allotment Option (%)	Percentage	2,2	The IPO's over-allotment option, expressed in percentage terms (Example: "10" = 10%). Non-editable field, information displayed based on input in IPO Reference Data. This field is disabled if the Over-allotment Option (%) is entered as 0% in IPO Reference Data.
Total Over-allocation (Number of [Security type])	Integer [Non-editable]	20	The additional number of securities issued to the share offer using the IPO's over-allotment option. Non-editable field, automatically calculated by FINI based on the information in this table. This field is disabled if the Over-allocation Option (%) is entered as 0% in IPO Reference Data.
Size of Public Offer Over-allocation (Number of [Security type])	Integer	20	The additional number of securities issued to the public offer using the IPO's over-allotment option. This field is disabled if the Over-allocation Option (%) is entered as 0% in IPO Reference Data and/or there is no public offer.
Size of Institutional Offer Over-allocation (Number of [Security type])	Integer	20	The additional number of securities issued to the institutional offer using the IPO's over-allotment option. This field is disabled if the Over-allocation Option (%) is entered as 0% in IPO Reference Data and/or there is no public offer.
Final Size of the Public Offer	Integer [non-editable]	20	The final number of securities allocated to the public offer. Non-editable field, automatically calculated by FINI based on the formula: Final Number of Public Offer [Security type] + Size of Public Offer Size Adjustment Option Exercised (Number of [Security type]) + Size of Public Offer Over-allocation (Number of [Security type]).
Final Size of the International Offer	Integer [non-editable]	20	The final number of securities allocated to the international offer. Non-editable field, automatically calculated by FINI based on the formula: Final Number of Institutional Offer [Security type] + Size of Institutional Offer Size Adjustment Option Exercised (Number of [Security type]) + Size of Institutional Offer Over-allocation (Number of [Security type]).
Final Size of the Offer	Integer [non-editable]	20	The final number of securities allocated to the share offer. Non-editable field, automatically calculated by FINI based on the formula: Sum of Final Allotted Quantity + Final Size of the Public Offer + Final Size of the Institutional Offer.

Final Offer Pricing Fields

Field name	Format	Length	Notes
Minimum Offer Price	Decimal [non-editable]	(12,3)	The minimum offer price of the IPO. Non-editable field, information displayed based on input in IPO Reference Data.
Maximum Offer Price	Decimal [non-editable]	Decimal(12,3)	The maximum offer price of the IPO. Non-editable field, information displayed based on input in IPO Reference Data.
Downward Price Flexibility	Decimal [non-editable]	Percentage(3,0)	The minimum offer price, after adjusting for Downward Price Flexibility . Non-editable field, calculated by FINI based on information entered in IPO Reference Data.
Final Offer Price	Decimal	Decimal(12,3)	The final offer price of the IPO. Non-editable field, automatically calculated by FINI based on the information completed in this table. If the Final Offer Price has not been inputted, "-" is displayed.

Placee List Fields

Individual Placees:

#	Field Name	Format	Length	Req.?	Description				
1	ID Type	String	40	Yes	<p>The type of identification document held by the placee. Must be one of the following values:</p> <table border="1"> <thead> <tr> <th>Value</th> </tr> </thead> <tbody> <tr> <td>HKID</td> </tr> <tr> <td>National identification document</td> </tr> <tr> <td>Passport</td> </tr> </tbody> </table> <p>The order of priority of the placee's identity document type specified in <i>FAQ D12</i> of the <i>FINI Information Pack</i> must be strictly followed and where an individual placee has a valid HKID card, the HKID card number must be filled in. Similarly for corporate placees, a LEI registration document number must be used if an entity has a LEI registration document.</p>	Value	HKID	National identification document	Passport
Value									
HKID									
National identification document									
Passport									
2	ID Country / Jurisdiction	String	3	Yes	<p>The authority issuing the identification document held by the placee, represented in ISO-3166 Alpha-3 format, or 'OTH' to represent Other.</p> <p>If ID Type [Field #1] = HKID, then must be "HKG".</p>				
3	ID Number	String	40	Yes	<p>The ID number of the placee.</p> <p>If ID Type [Field #1] = HKID, then must be a concatenation (no spaces) of:</p> <ul style="list-style-type: none"> Prefix: 1-2 uppercase alphabetical characters ID number: 6-digit integer Check digit: 0 to 9, or 'A', enclosed by parentheses <table border="1"> <thead> <tr> <th>Successful examples</th> <th>Unsuccessful examples</th> </tr> </thead> <tbody> <tr> <td> <ul style="list-style-type: none"> Y123456(7) YZ123456(7) Y123456(A) </td> <td> <ul style="list-style-type: none"> Y123456 Y123456? </td> </tr> </tbody> </table>	Successful examples	Unsuccessful examples	<ul style="list-style-type: none"> Y123456(7) YZ123456(7) Y123456(A) 	<ul style="list-style-type: none"> Y123456 Y123456?
Successful examples	Unsuccessful examples								
<ul style="list-style-type: none"> Y123456(7) YZ123456(7) Y123456(A) 	<ul style="list-style-type: none"> Y123456 Y123456? 								
4	Full Name (English)	String	150	Yes	<p>The Full English Name of the placee. Must be alphabetical characters only.</p> <p>Mandatory if Full Name (Chinese) [Field #5] is blank.</p>				
5	Full Name (Chinese)	String	150	Yes	<p>The Full Chinese or Non-English name of the placee. Fully UTF-8 encoded.</p> <p>Mandatory if Full Name (English) [Field #4] is blank.</p>				
6	Residential Address	Flat, Floor, Building	String	80	Yes	<p>The residential address of the placee.</p>			
7		Estate/Street No. & Street	String	80	Yes				
8		District	String	80	Yes				
9		City	String	80	Yes				
10		Country	String	80	Yes				
11		Country Code	Integer	200	Yes	The telephone number of the placee.			

#	Field Name		Format	Length	Req.?	Description
12	Full Telephone Number	Telephone Number	Integer	200	Yes	
13	Number of Shares Allotted		Integer	20	Yes	The number of securities being allocated to the placee.
14	Name of Placee's Employer		String	80	Yes	The employer of the placee.
15	Placee Category (Without Required Supporting Document)	Cornerstone investor	String	1	No	"Y" to indicate if placee is a cornerstone investor. Else, blank.
16		Existing or past employee of the issuer	String	1	No	"Y" to indicate if placee is an existing or past employee of the issuer. Else, blank.
17		Customer or client of the issuer	String	1	No	"Y" to indicate if placee is a customer or client of the issuer. Else, blank.
18		Supplier to the issuer	String	1	No	"Y" to indicate if placee is a supplier to the issuer. Else, blank.
19		Not Applicable	String	1	No	"Y" to indicate if no category is applicable to the placee. Else, blank.
20	Placee Category (With Required Supporting Document) ⚠	Connected client	String	1	No	"Y" to indicate if placee is a connected client. Else, blank.
21		Existing shareholder / director and close associate	String	1	No	"Y" to indicate if placee is an existing shareholder / director and close associate. Else, blank.
22		Sponsor or its close associate	String	1	No	"Y" to indicate if placee is a sponsor or its close associate. Else, blank.
23		Underwriter and/or Distributor or its close associate	String	1	No	"Y" to indicate if placee is an underwriter and/or distributor or its close associate. Else, blank.
24	Remarks		String	1,000	No	Free text field reserved for the submitting user.

⚠ If any of the tags is marked as "Y", the system will require the submitting user to also upload the required supporting document (in PDF format) before submission.

⚠ The user must ensure a proper file name is given to the supporting documents (i.e. ensure the name of the file references the names of the placees and distributors) before uploading them onto FINI.

Nominee Placees:

#	Field Name		Format	Length	Req.?	Description				
1	ID Type		String	40	Yes	<p>The type of identification document held by the placee. Must be one of the following values:</p> <table border="1"> <thead> <tr> <th>Value</th> </tr> </thead> <tbody> <tr> <td>HKID</td> </tr> <tr> <td>National identification document</td> </tr> <tr> <td>Passport</td> </tr> </tbody> </table> <p>The order of priority of the placee's identity document type specified in <i>FAQ D12</i> of the <i>FINI Information Pack</i> must be strictly followed and where an individual placee has a valid HKID card, the HKID card number must be filled in. Similarly for corporate placees, a LEI registration document number must be used if an entity has a LEI registration document.</p>	Value	HKID	National identification document	Passport
Value										
HKID										
National identification document										
Passport										
2	ID Country / Jurisdiction		String	3	Yes	<p>The authority issuing the identification document held by the placee, represented in ISO-3166 Alpha-3 format, or 'OTH' to represent Other.</p> <p>If ID Type [Field #1] = HKID, then must be "HKG".</p>				
3	ID Number		String	40	Yes	<p>The ID number of the placee.</p> <p>If ID Type [Field #1] = HKID, then must be a concatenation (no spaces) of:</p> <ul style="list-style-type: none"> Prefix: 1-2 uppercase alphabetical characters ID number: 6-digit integer Check digit: 0 to 9, or 'A', enclosed by parentheses <table border="1"> <thead> <tr> <th>Successful examples</th> <th>Unsuccessful examples</th> </tr> </thead> <tbody> <tr> <td> <ul style="list-style-type: none"> Y123456(7) YZ123456(7) Y123456(A) </td> <td> <ul style="list-style-type: none"> Y123456 Y123456? </td> </tr> </tbody> </table>	Successful examples	Unsuccessful examples	<ul style="list-style-type: none"> Y123456(7) YZ123456(7) Y123456(A) 	<ul style="list-style-type: none"> Y123456 Y123456?
Successful examples	Unsuccessful examples									
<ul style="list-style-type: none"> Y123456(7) YZ123456(7) Y123456(A) 	<ul style="list-style-type: none"> Y123456 Y123456? 									
4	Full Name (English)		String	150	Yes	<p>The Full English Name of the placee. Must be alphabetical characters only.</p> <p>Mandatory if Full Name (Chinese) [Field #5] is blank.</p>				
5	Full Name (Chinese)		String	150	Yes	<p>The Full Chinese or Non-English name of the placee. Fully UTF-8 encoded.</p> <p>Mandatory if Full Name (English) [Field #4] is blank.</p>				
6	Residential Address	Flat, Floor, Building	String	80	Yes	The residential address of the placee.				
7		Estate/Street No. & Street	String	80	Yes					
8		District	String	80	Yes					
9		City	String	80	Yes					
10		Country	String	80	Yes					
11	Full Telephone Number	Country Code	Integer	200	Yes	The telephone number of the placee.				
12		Telephone Number	Integer	200	Yes					

#	Field Name		Format	Length	Req.?	Description
13	Number of Shares Allotted		Integer	20	Yes	The number of securities being allocated to the placee.
14	Name of Placee's Employer		String	80	Yes	The employer of the placee.
15	Placee Category (Without Required Supporting Document)	Cornerstone investor	String	1	No	"Y" to indicate if placee is a cornerstone investor. Else, blank.
16		Existing or past employee of the issuer	String	1	No	"Y" to indicate if placee is an existing or past employee of the issuer. Else, blank.
17		Customer or client of the issuer	String	1	No	"Y" to indicate if placee is a customer or client of the issuer. Else, blank.
18		Supplier to the issuer	String	1	No	"Y" to indicate if placee is a supplier to the issuer. Else, blank.
19		Not Applicable	String	1	No	"Y" to indicate if no category is applicable to the placee. Else, blank.
20	Placee Category (With Required Supporting Document) ⚠	Connected client	String	1	No	"Y" to indicate if placee is a connected client. Else, blank.
21		Existing shareholder / director and close associate	String	1	No	"Y" to indicate if placee is an existing shareholder / director and close associate. Else, blank.
22		Sponsor or its close associate	String	1	No	"Y" to indicate if placee is a sponsor or its close associate. Else, blank.
23		Underwriter and/or Distributor or its close associate	String	1	No	"Y" to indicate if placee is an underwriter and/or distributor or its close associate. Else, blank.
24	Remarks		String	1,000	No	Free text field reserved for the submitting user.

⚠ If any of the tags is marked as "Y", the system will require the submitting user to also upload the required supporting document (in PDF format) before submission.

⚠ The user must ensure a proper file name is given to the supporting documents (i.e. ensure the name of the file references the names of the placees and distributors) before uploading them onto FINI.

Data fields (Beneficial owner(s)):

#	Field Name		Format	Length	Req.?	Description
1		ID Type	String	40	Yes	The type of identification document held by the beneficial owner(s). Must be one of the following values:

#	Field Name	Format	Length	Req.?	Description					
	Details of beneficial ownership				<table border="1"> <thead> <tr> <th>Value</th> </tr> </thead> <tbody> <tr> <td>HKID</td> </tr> <tr> <td>National identification document</td> </tr> <tr> <td>Passport</td> </tr> <tr> <td>Stock code of listed company</td> </tr> </tbody> </table> <p>The order of priority of the placee's identity document type specified in <i>FAQ D12</i> of the <i>FINI Information Pack</i> must be strictly followed and where an individual placee has a valid HKID card, the HKID card number must be filled in. Similarly for corporate placees, a LEI registration document number must be used if an entity has a LEI registration document.</p>	Value	HKID	National identification document	Passport	Stock code of listed company
Value										
HKID										
National identification document										
Passport										
Stock code of listed company										
2	ID Country / Jurisdiction	String	3	Yes	<p>The authority issuing the identification document held by the placee, represented in ISO-3166 Alpha-3 format, or 'OTH' to represent Other.</p> <p>If ID Type [Field #1] = HKID, then must be "HKG".</p>					
3	ID Number	String	40	Yes	<p>The ID number of the placee.</p> <p>If ID Type [Field #1] = HKID, then must be a concatenation (no spaces) of:</p> <ul style="list-style-type: none"> Prefix: 1-2 uppercase alphabetical characters ID number: 6-digit integer Check digit: 0 to 9, or 'A', enclosed by parentheses <table border="1"> <thead> <tr> <th>Successful examples</th> <th>Unsuccessful examples</th> </tr> </thead> <tbody> <tr> <td> <ul style="list-style-type: none"> Y123456(7) YZ123456(7) Y123456(A) </td> <td> <ul style="list-style-type: none"> Y123456 Y123456? </td> </tr> </tbody> </table>	Successful examples	Unsuccessful examples	<ul style="list-style-type: none"> Y123456(7) YZ123456(7) Y123456(A) 	<ul style="list-style-type: none"> Y123456 Y123456? 	
Successful examples	Unsuccessful examples									
<ul style="list-style-type: none"> Y123456(7) YZ123456(7) Y123456(A) 	<ul style="list-style-type: none"> Y123456 Y123456? 									
4	Full Name (English)	String	150	Yes	<p>The Full English Name of the placee. Must be alphabetical characters only.</p> <p>Mandatory if Full Name (Chinese) [Field #5] is blank.</p>					
5	Full Name (Chinese)	String	150	Yes	<p>The Full Chinese or Non-English name of the placee. Fully UTF-8 encoded.</p> <p>Mandatory if Full Name (English) [Field #4] is blank.</p>					
6	Remarks	String	1,000	No	Free text field reserved for the submitting user.					

Corporate placees:

#	Field Name	Format	Length	Req.?	Description					
1	ID Type	String	40	Yes	<p>The type of identification document held by the placee. Must be one of the following values:</p> <table border="1"> <thead> <tr> <th>Value</th> </tr> </thead> <tbody> <tr> <td>LEI registration document</td> </tr> <tr> <td>Certificate of incorporation</td> </tr> <tr> <td>Business registration certificate</td> </tr> <tr> <td>Other official incorporation document</td> </tr> </tbody> </table>	Value	LEI registration document	Certificate of incorporation	Business registration certificate	Other official incorporation document
Value										
LEI registration document										
Certificate of incorporation										
Business registration certificate										
Other official incorporation document										

#	Field Name	Format	Length	Req.?	Description	
					The order of priority of the placee's identity document type specified in <i>FAQ D12</i> of the <i>FINI Information Pack</i> must be strictly followed and where an individual placee has a valid HKID card, the HKID card number must be filled in. Similarly for corporate placees, a LEI registration document number must be used if an entity has a LEI registration document.	
2	ID Country / Jurisdiction	String	3	Yes	The authority issuing the identification document held by the placee, represented in ISO-3166 Alpha-3 format, or 'OTH' to represent Other.	
3	ID Number	String	40	Yes	The ID number of the placee. If ID Type [Field #1] = LEI registration document, then must be exactly 20 uppercase alphanumeric characters.	
4	Full Company Name (English)	String	150	Yes	The Full Company Name of the placee in English. Must be alphabetical characters only. Mandatory if Full Name (Chinese) [Field #5] is blank.	
5	Full Company Name (Chinese)	String	150	Yes	The Full Company Name of the placee in Chinese. Fully UTF-8 encoded. Mandatory if Full Name (English) [Field #4] is blank.	
6	Business Address	Flat, Floor, Building	String	80	Yes	The residential address of the placee.
7		Estate/Street No. & Street	String	80	Yes	
8		District	String	80	Yes	
9		City	String	80	Yes	
10		Country	String	80	Yes	
11	Full Telephone Number	Country Code	Integer	200	Yes	The telephone number of the placee.
12		Telephone Number	Integer	200	Yes	
13	Number of Shares Allotted	Integer	20	Yes	The number of securities being allocated to the placee.	
14	Contact Person	String	80	Yes	The contact person of the placee.	
15	Placee Category (Without Required Supporting Document)	Cornerstone investor	String	1	No	"Y" to indicate if placee is a cornerstone investor. Else, blank.
16		Independent Price Setting Investor	String	1	No	"Y" to indicate if placee is an Independent Price Setting Investor, as defined under Chapter 18C of the Main Board Listing Rules. Else, blank.
17		Discretionary trust	String	1	No	"Y" to indicate if placee is a discretionary trust. Else, blank.
18		Customer or client of the issuer	String	1	No	"Y" to indicate if placee is a customer or client of the issuer. Else, blank.
19		Discretionary managed portfolio	String	1	No	"Y" to indicate if placee is a discretionary managed portfolio. Else, blank.
20		PRC governmental body	String	1	No	"Y" to indicate if placee is a PRC governmental body. Else, blank.
21		Supplier to the issuer	String	1	No	"Y" to indicate if placee is a supplier to the issuer. Else, blank.
22		Not Applicable	String	1	No	"Y" to indicate if no category is applicable to the placee. Else, blank.

#	Field Name	Format	Length	Req.?	Description	
23	Placee Category (With Required Supporting Document) ⚠	Connected client	String	1	No	"Y" to indicate if placee is a connected client. Else, blank.
24		Existing shareholder/Director or its close associate	String	1	No	"Y" to indicate if placee is an existing shareholder / director and close associate. Else, blank.
25		Sponsor or its close associate	String	1	No	"Y" to indicate if placee is a sponsor or its close associate. Else, blank.
26		Underwriter and/or Distributor or its close associate	String	1	No	"Y" to indicate if placee is an underwriter and/or distributor or its close associate. Else, blank.
27		Non-SFC authorised fund	String	1	No	"Y" to indicate if placee is a Non-SFC authorised fund. Else, blank.
28	Remarks	String	1,000	No	Free text field reserved for the submitting user.	

⚠ If any of the tags is marked as "Y", the system will require the submitting user to also upload the required supporting document (in PDF format) before submission.

⚠ The user must ensure a proper file name is given to the supporting documents (i.e. ensure the name of the file references the names of the placees and distributors) before uploading them onto FINI.

Data fields (Beneficial owner(s)):

⚠ Beneficial Ownership information would be hidden from the following placee categories: Discretionary Trust, Discretionary Managed Portfolio and Non-SFC authorised fund.

⚠ For placee category PRC Governmental Body, the beneficial owner details on the placee list template will still need to be filled. However, if such beneficial owner of the PRC governmental body does not have an ID number, you may simply input N/A under the selected ID.

#	Field Name	Format	Length	Req.?	Description						
1	Details of beneficial ownership	ID Type	String	40	Yes	<p>The type of identification document held by the beneficial owner(s). Must be one of the following values:</p> <table border="1"> <thead> <tr> <th>Value</th> </tr> </thead> <tbody> <tr> <td>HKID</td> </tr> <tr> <td>National identification document</td> </tr> <tr> <td>Passport</td> </tr> <tr> <td>Stock code of listed company</td> </tr> </tbody> </table> <p>The order of priority of the placee's identity document type specified in <i>FAQ D12</i> of the <i>FINI Information Pack</i> must be</p>	Value	HKID	National identification document	Passport	Stock code of listed company
Value											
HKID											
National identification document											
Passport											
Stock code of listed company											

#	Field Name	Format	Length	Req.?	Description				
					strictly followed and where an individual placee has a valid HKID card, the HKID card number must be filled in. Similarly for corporate placees, a LEI registration document number must be used if an entity has a LEI registration document.				
2	ID Country / Jurisdiction	String	3	Yes	The authority issuing the identification document held by the placee, represented in ISO-3166 Alpha-3 format, or 'OTH' to represent Other. If ID Type [Field #1] = HKID, then must be "HKG".				
3	ID Number	String	40	Yes	The ID number of the placee. If ID Type [Field #1] = HKID, then must be a concatenation (no spaces) of: <ul style="list-style-type: none"> ▪ Prefix: 1-2 uppercase alphabetical characters ▪ ID number: 6-digit integer ▪ Check digit: 0 to 9, or 'A', enclosed by parentheses <table border="1" style="width: 100%; margin-top: 10px;"> <thead> <tr> <th style="width: 50%;">Successful examples</th> <th style="width: 50%;">Unsuccessful examples</th> </tr> </thead> <tbody> <tr> <td> <ul style="list-style-type: none"> ▪ Y123456(7) ▪ YZ123456(7) ▪ Y123456(A) </td> <td> <ul style="list-style-type: none"> ▪ Y123456 ▪ Y123456? </td> </tr> </tbody> </table>	Successful examples	Unsuccessful examples	<ul style="list-style-type: none"> ▪ Y123456(7) ▪ YZ123456(7) ▪ Y123456(A) 	<ul style="list-style-type: none"> ▪ Y123456 ▪ Y123456?
Successful examples	Unsuccessful examples								
<ul style="list-style-type: none"> ▪ Y123456(7) ▪ YZ123456(7) ▪ Y123456(A) 	<ul style="list-style-type: none"> ▪ Y123456 ▪ Y123456? 								
4	Full Name (English)	String	150	Yes	The Full English Name of the placee. Must be alphabetical characters only. Mandatory if Full Name (Chinese) [Field #5] is blank.				
5	Full Name (Chinese)	String	150	Yes	The Full Chinese or Non-English name of the placee. Fully UTF-8 encoded. Mandatory if Full Name (English) [Field #4] is blank.				
6	Remarks	String	1,000	No	Free text field reserved for the submitting user.				

Concentration Analysis Fields

Top 25 Placees Detailed View:

Field name	Format	Notes	
#	String	1 to 25	
Placee Name	String	The full name of the placee	
Number of [Security type] Allocated	Integer	The number of [security type] allocated to the placee	
Number of Board lots Allocated	Integer	The equivalent number of board lots allocated to the placee	
Exclusive of Over-Allocation	% of the Placing	Decimal	The number of [security type] allocated to the placee as a percentage of the placing (excluding any over-allocation of [security type] in the placing)
	Accumulative %	Decimal	The accumulative percentage of the number of [security type] allocated to the placee as a percentage of the placing (excluding any over-allocation of [security type] in the placing)
	% of the Offer	Decimal	The number of [security type] allocated to the placee as a percentage of the offer (excluding any over-allocation of [security type] in the offer)
	Accumulative %	Decimal	The accumulative percentage of the number of [security type] allocated to the placee as a percentage of the offer (excluding any over-allocation of [security type] in the offer)
	% of the total issued shares	Decimal	The number of [security type] allocated to the placee as a percentage of the total issued shares upon listing (excluding any over-allocation of [security type] in the placing)
	Accumulative %	Decimal	The accumulative percentage of the number of [security type] allocated to the placee as a percentage of the total issued shares upon Listing (excluding any over-allocation of [security type] in the placing)
Inclusive of Over-Allocation	% of the Placing	Decimal	The number of [security type] allocated to the placee as a percentage of the placing (including any over-allocation of [security type] in the placing)
	Accumulative %	Decimal	The accumulative percentage of the number of [security type] allocated to the placee as a percentage of the placing (including any over-allocation of [security type] in the placing)
	% of the Offer	Decimal	The number of [security type] allocated to the placee as a percentage of the share offer (including any over-allocation of [security type] in the placing)
	Accumulative %	Decimal	The accumulative percentage of the number of [security type] allocated to the placee as a percentage of the offer (including any over-allocation of [security type] in the offer)
	% of the total issued shares	Decimal	The number of [security type] allocated to the placee as a percentage of the total issued shares upon listing (including any over-allocation of [security type] in the offer)
	Accumulative %	Decimal	The accumulative percentage of the number of [security type] allocated to the placee as a percentage of the total issued shares upon listing (including any over-allocation of [security type] in the offer)

Top 25 Placees Concentration:

Field name	Format	Notes	
#	String	Top 1, Top 5, Top 10 and Top 25 placees	
Number of [Security type] Allocated	Integer	The number of [security type] allocated to the Top 1, Top 5, Top 10 and Top 25 placees	
Number of Board lots Allocated	Integer	The number of equivalent board lots allocated to the Top 1, Top 5, Top 10 and Top 25 placees	
Exclusive of Over-Allocation	% of the Placing	Decimal	The number of [security type] allocated to the Top 1, Top 5, Top 10 and Top 25 placees as a percentage of the placing (excluding any over-allocation of [security type] in the placing)
	% of the Offer	Decimal	The number of [security type] allocated to the Top 1, Top 5, Top 10 and Top 25 placees as a percentage of the offer (excluding any over-allocation of [security type] in the offer)
	% of the total issued shares	Decimal	The number of [security type] allocated to the Top 1, Top 5, Top 10 and Top 25 placees as a percentage of the total issued shares upon listing (excluding any over-allocation of [security type] in the offer)
Inclusive of Over-Allocation	% of the Placing	Decimal	The number of [security type] allocated to the Top 1, Top 5, Top 10 and Top 25 placees as a percentage of the placing (including any over-allocation of [security type] in the placing)

Field name	Format	Notes
% of the Offer	Decimal	The number of [security type] allocated to the Top 1, Top 5, Top 10 and Top 25 placees as a percentage of the offer (including any over-allocation of [security type] in the offer)
% of the total issued shares	Decimal	The number of [security type] allocated to the Top 1, Top 5, Top 10 and Top 25 placees as a percentage of the total issued shares upon listing (including any over-allocation of [security type] in the offer)

Top 25 Placees Board Lot Concentration

Field name	Format	Notes
#	String	1 Board Lot, 2 Board Lots, 3 Board Lots, 4 Board Lots, ≥5 Board Lots
Number of Placees	String	The number of placees that have subscribed for 1 Board Lot, 2 Board Lots, 3 Board Lots, 4 Board Lots, ≥5 Board Lots
% of Total Placees	String	The number of placees that have subscribed for 1 Board Lot, 2 Board Lots, 3 Board Lots, 4 Board Lots, ≥5 Board Lots, as a percentage of the total number of placees in the placing
Total Placing [Security Type]	String	The total number of placing shares that have been subscribed for under 1 Board Lot, 2 Board Lots, 3 Board Lots, 4 Board Lots, ≥5 Board Lots
% of the Placing	String	The total number of placing shares that have been subscribed for under 1 Board Lot, 2 Board Lots, 3 Board Lots, 4 Board Lots, ≥5 Board Lots, as a percentage of the total number of placing shares
% of the Offer	String	The total number of placing shares that have been subscribed for under 1 Board Lot, 2 Board Lots, 3 Board Lots, 4 Board Lots, ≥5 Board Lots, as a percentage of the total number of offer shares

Top 25 Public Offer Subscribers Detailed View

Field name	Format	Notes	
#	String	1 to 25	
Public Offer [Security type] holder	String	The full name of the public offer subscriber	
Number of [Security type] Allocated	Integer	The number of [security type] allocated to the public offer subscriber	
Number of Board lots Allocated	Integer	The equivalent number of board lots allocated to the public offer subscriber	
Exclusive of Over-Allocation	% of the Public Offer	Decimal	The number of [security type] allocated to the public offer subscriber as a percentage of the public offer (excluding any over-allocation of [security type] in the public offer)
	Accumulative %	Decimal	The accumulative percentage of the number of [security type] allocated to the public offer subscriber as a percentage of the public offer (excluding any over-allocation of [security type] in the public offer)
	% of the Offer	Decimal	The number of [security type] allocated to the public offer subscriber as a percentage of the offer (excluding any over-allocation of [security type] in the offer)
	Accumulative %	Decimal	The accumulative percentage of the number of [security type] allocated to the public offer subscriber as a percentage of the share offer (excluding any over-allocation of [security type] in the offer)
	% of the total issued shares	Decimal	The number of [security type] allocated to the public offer subscriber as a percentage of the total issued shares upon listing (excluding any over-allocation of [security type] in the offer)
	Accumulative %	Decimal	The accumulative percentage of the number of [security type] allocated to the public offer subscriber as a percentage of the total issued shares upon listing (excluding any over-allocation of [security type] in the offer)
Inclusive of Over-Allocation	% of the Public Offer	Decimal	The number of [security type] allocated to the public offer subscriber as a percentage of the public offer (including any over-allocation of [security type] in the public offer)
	Accumulative %	Decimal	The accumulative percentage of the number of [security type] allocated to the public offer subscriber as a percentage of the public offer (including any over-allocation of [security type] in the public offer)
	% of the Offer	Decimal	The number of [security type] allocated to the public offer subscriber as a percentage of the offer (including any over-allocation of [security type] in the offer)
	Accumulative %	Decimal	The accumulative percentage of the number of [security type] allocated to the public offer subscriber as a percentage of the offer (including any over-allocation of [security type] in the offer)

Field name	Format	Notes
% of the total issued shares	Decimal	The number of [security type] allocated to the public offer subscriber as a percentage of the total issued shares upon listing (including any over-allocation of [security type] in the offer)
Accumulative %	Decimal	The accumulative percentage of the number of [security type] allocated to the public offer subscriber as a percentage of the total issued shares upon listing (including any over-allocation of [security type] in the offer)

Top 25 Public Offer Subscribers Concentration

Field name	Format	Notes
#	String	Top 1, Top 5, Top 10 and Top 25 public offer subscribers
Number of [Security type] Allocated	Integer	The number of [security type] allocated to the Top 1, Top 5, Top 10 and Top 25 public offer subscribers
Number of Board lots Allocated	Integer	The number of equivalent board lots allocated to the Top 1, Top 5, Top 10 and Top 25 public offer subscribers
Exclusive of Over-Allocation	% of the Public Offer	The number of [security type] allocated to the Top 1, Top 5, Top 10 and Top 25 public offer subscribers as a percentage of the public offer (excluding any over-allocation of [security type] in the public offer)
	% of the Offer	The number of [security type] allocated to the Top 1, Top 5, Top 10 and Top 25 public offer subscribers as a percentage of the offer (excluding any over-allocation of [security type] in the offer)
	% of the total issued shares	The number of [security type] allocated to the Top 1, Top 5, Top 10 and Top 25 public offer subscribers as a percentage of the total issued shares upon listing (excluding any over-allocation of [security type] in the offer)
Inclusive of Over-Allocation	% of the Public Offer	The number of [security type] allocated to the Top 1, Top 5, Top 10 and Top 25 public offer subscribers as a percentage of the public offer (including any over-allocation of [security type] in the placing)
	% of the Offer	The number of [security type] allocated to the Top 1, Top 5, Top 10 and Top 25 public offer subscribers as a percentage of the share offer (including any over-allocation of [security type] in the offer)
	% of the total issued shares	The number of [security type] allocated to the Top 1, Top 5, Top 10 and Top 25 public offer subscribers as a percentage of the total issued shares upon listing (including any over-allocation of [security type] in the offer)

Top 25 Shareholders Detailed View

Field name	Format	Notes
#	String	1 to 25
Name of [Security type holder]	String	The full name of the shareholder
Category	String	The description of the shareholder (Controlling Shareholder, Substantial Shareholder, Pre-IPO Investor, Placee, Public Offer Subscriber). If the category selected is a Placee, and Public Offer Subscriber, the name of the distributor/broker would also be shown.
Number of [Security type] Allocated	Integer	The number of [security type] allocated to the shareholder
Number of Board lots Allocated	Integer	The number of board lots equivalent allocated to the shareholder
Number of [Security type] Held Upon Listing	Integer	The number of [security type] held by the shareholder upon listing
Number of Board lots Held Upon Listing	Integer	The equivalent number of board lots held by the shareholder upon listing
Exclusive of Over-Allocation	% of the Public Offer	The number of [security type] allocated to the shareholder from the public offer as a percentage of the public offer (excluding any over-allocation of [security type] in the public offer)
	Accumulative %	The accumulative percentage of the number of [security type] allocated to the shareholder as a percentage of the public offer (excluding any over-allocation of [security type] in the public offer)
	% of the Placing	The number of [security type] allocated to the shareholder from the placing as a percentage of the placing (excluding any over-allocation of [security type] in the placing)
	Accumulative %	The accumulative percentage of the number of [security type] allocated to the shareholder as a percentage of the placing (excluding any over-allocation of [security type] in the placing)
	% of the Offer	The number of [security type] allocated to the shareholder as a percentage of the offer (excluding any over-allocation of [security type] in the offer)

Field name	Format	Notes	
Accumulative %	Decimal	The accumulative percentage of the number of [security type] allocated to the shareholder as a percentage of the offer (excluding any over-allocation of [security type] in the offer)	
% of the total issued shares	Decimal	The number of [security type] held by the shareholder as a percentage of the total issued shares upon listing (excluding any over-allocation of [security type] in the offer)	
Accumulative %	Decimal	The accumulative percentage of the number of [security type] held by the shareholder as a percentage of the total issued shares upon listing (excluding any over-allocation of [security type] in the offer)	
Inclusive of Over-Allocation	% of the Public Offer	Decimal	The number of [security type] allocated to the shareholder from the public offer as a percentage of the public offer (excluding any over-allocation of [security type] in the public offer)
	Accumulative %	Decimal	The accumulative percentage of the number of [security type] allocated to the shareholder as a percentage of the public offer (excluding any over-allocation of [security type] in the public offer)
	% of the Placing	Decimal	The number of [security type] allocated to the shareholder from the placing as a percentage of the placing (excluding any over-allocation of [security type] in the placing)
	Accumulative %	Decimal	The accumulative percentage of the number of [security type] allocated to the shareholder as a percentage of the placing (excluding any over-allocation of [security type] in the placing)
	% of the Offer	Decimal	The number of [security type] allocated to the shareholder as a percentage of the offer (excluding any over-allocation of [security type] in the offer)
	Accumulative %	Decimal	The accumulative percentage of the number of [security type] allocated to the shareholder as a percentage of the offer (excluding any over-allocation of [security type] in the offer)
	% of the total issued shares	Decimal	The number of [security type] held by the shareholder as a percentage of the total issued shares upon listing (excluding any over-allocation of [security type] in the offer)
	Accumulative %	Decimal	The accumulative percentage of the number of [security type] held by the shareholder as a percentage of the total issued shares upon Listing (excluding any over-allocation of [security type] in the offer)

Top 25 Shareholders Concentration

Field name	Format	Notes	
#	String	Top 1, Top 5, Top 10 and Top 25 shareholders	
Number of [Security type] Allocated	Integer	The number of [security type] allocated to the Top 1, Top 5, Top 10 and Top 25 shareholders	
Number of Board lots Allocated	Integer	The number of equivalent board lots allocated to the Top 1, Top 5, Top 10 and Top 25 shareholders	
Number of [Security type] Held Upon Listing	Integer	The number of [security type] held by the Top 1, Top 5, Top 10 and Top 25 shareholders, upon Listing	
Number of Board lots Held Upon Listing	Integer	The number of equivalent board lots held by the Top 1, Top 5, Top 10 and Top 25 shareholders upon Listing	
Exclusive of Over-Allocation	% of the Public Offer	Decimal	The number of [security type] allocated to the Top 1, Top 5, Top 10 and Top 25 shareholders as a percentage of the public offer (excluding any over-allocation of [security type] in the public offer)
	% of the Placing	Decimal	The number of [security type] allocated to the Top 1, Top 5, Top 10 and Top 25 public offer subscribers as a percentage of the placing (excluding any over-allocation of [security type] in the placing)
	% of the Offer	Decimal	The number of [security type] allocated to the Top 1, Top 5, Top 10 and Top 25 public offer subscribers as a percentage of the offer (excluding any over-allocation of [security type] in the offer)
	% of the total issued shares	Decimal	The number of [security type] allocated to the Top 1, Top 5, Top 10 and Top 25 shareholders as a percentage of the total issued shares upon listing (excluding any over-allocation of [security type] in the offer)
Inclusive of Over-Allocation	% of the Public Offer	Decimal	The number of [security type] allocated to the Top 1, Top 5, Top 10 and Top 25 shareholders as a percentage of the public offer (including any over-allocation of [security type] in the public offer)
	% of the Placing	Decimal	The number of [security type] allocated to the Top 1, Top 5, Top 10 and Top 25 public offer subscribers as a percentage of the placing (including any over-allocation of [security type] in the placing)

Field name		Format	Notes
	% of the Offer	Decimal	The number of [security type] allocated to the Top 1, Top 5, Top 10 and Top 25 public offer subscribers as a percentage of the share offer (including any over-allocation of [security type] in the offer)
	% of the total issued shares	Decimal	The number of [security type] allocated to the Top 1, Top 5, Top 10 and Top 25 shareholders as a percentage of the total issued shares upon listing (including any over-allocation of [security type] in the offer)

ARA Form and Document Fields

ARA Form Fields

General:

Field	Format	Length	Notes
Listing Expenses	Decimal	12, 2	The total amount of listing expenses
Final Offer Price of International Offer	Decimal	12, 3	If the IPO is a secondary listing, then this price is pre-filled as the Final Offer Price and editable. Otherwise, this is a non-editable field
Number of [Security Type] Held by Top Placees Upon Listing	Number	20	The Number of [Security Type] Held by the Top 1, Top 5, Top 10 and Top 25 Placees If the offering type of the IPO is "By public offer only" then this field is hidden.
Top 25 [Security Type Holder] List	File upload (max file size 40 MB)	N/A	The uploading of the Top 25 [Security Type Holder] List
Top 25 H Shareholders / Non-WVR Shareholders List	File upload (max file size 40 MB)	N/A	The uploading of the Top 25 H Shareholders / Non-WVR Shareholders List △ This field is only applicable to H-Share and WVR Listings and will otherwise be hidden.
Number of Shares Held by Top Shareholders Upon Listing	Number	20	The Number of Shares (inclusive of all share classes) Held by the Top 1, Top 5, Top 10 and Top 25 Shareholders and this field only applicable to H Share, and WVR new listings and will be otherwise hidden
Number WVR Shares Held by Top Shareholders Upon Listing	Number	20	The Number of Shares (inclusive of all share classes) Held by the Top 1, Top 5, Top 10 and Top 25 Shareholders and this field only applicable to H Share, and WVR new listings and will be otherwise hidden
Total Issued Capital Upon Listing	Number	20	The issuer's total issued capital upon listing, which should include the total number of shares across all classes (e.g. A-shares, H-shares and WVR-shares)
Total H Shares Issued Upon Listing	0	Integer	The issuer's total H-Share issued capital upon listing and will otherwise be hidden if the securities to be listed are not H shares
Total Non-WVR Shares Issued Upon Listing	0	Integer	The issuer's total Non-WVR issued capital upon listing and will otherwise be hidden if the listing category is not WVR
Prospectus Issued Date	Time / Date	N/A	The prospectus publication date
Weblink English Search Engine	Text string	2,100	The English website link to the Share Registrar's search function for public offer allottees
Weblink Chinese Search Engine	Text string	2,100	The Chinese website link to the Share Registrar's search function for public offer allottees
Weblink English Allottee List	Text string	2,100	The English website link to the full list of allotted public offer subscribers on the Share Registrar's website
Weblink Chinese Allottee List	Text string	2,100	The Chinese website link to the full list of allotted public offer subscribers on the Share Registrar's website
Additional Information (Optional) English	Text string	10,000	A free-text box for any additional information to be included in the ARA Document
Additional Information (Optional) Chinese	Text string	10,000	A free-text box for any additional information to be included in the ARA Document

Section 2: Lock-up Undertaking

⚠ Up to 50 lock-up undertakings may be inputted.

Field name	Input method	Length	Notes
[Security type holder] Type	Multiple selection	N/A	With the following choices in the specified order: <ul style="list-style-type: none"> ○ Controlling Shareholder ○ Pre-IPO investor ○ Director ○ Existing Shareholder ○ Cornerstone investor ○ Others
English Name of [Security type holder]	Text string	80	English name
Chinese Name of [Security type holder]	Text string	80	Chinese name
Number of [Security type] Subject to Lock-up Undertaking Upon Listing	Integer	20	Number of [Security type] Subject to Lock-up Undertaking Upon Listing
Last Day the [Security type] are Subject to Lock-up Undertaking (will not cease to be the Company's Controlling Shareholder)	Date	N/A	Last Day the [Security type] are Subject to Lock-up Undertaking (will not cease to be the Company's Controlling Shareholder)
Last Day the [Security type] are Subject to Lock-up Undertaking (non-disposal of any [Security type])	Date	N/A	Last Day the [Security type] are Subject to Lock-up Undertaking (non-disposal of any [Security type])

Section 2A: Lock-up Undertaking free text box

Field name	Input method	Length	Notes
Name of the Others [Security type holder] Type (English)	Text string	80	If "Others" was selected in the field [Security type holder] type in Section 2, then the English name of the [Security type holder] is entered here
Name of the Others [Security type holder] Type (Chinese)	Text string	80	If "Others" was selected in the field [Security type holder] type in Section 2, then the Chinese name of the [Security type holder] is entered here
Lock-up Undertaking Supporting Document for Pre-IPO Investors (English)	Text string	80	The source of the lock-up undertaking to be disclosed in the announcement template (English)
Lock-up Undertaking Supporting Document for Pre-IPO Investors (Chinese)	Text string	80	The source of the lock-up undertaking to be disclosed in the announcement template (Chinese)
Lock-up Undertaking Supporting Document for Existing Shareholders (English)	Text string	80 (for free text)	The source of the lock-up undertaking to be disclosed in the announcement template (English)
Lock-up Undertaking Supporting Document for Existing Shareholders (Chinese)	Text string	80 (for free text)	The source of the lock-up undertaking to be disclosed in the announcement template (Chinese)
Lock-up Undertaking Supporting Document for the Others [Security type holder] Type (English)	Text string	80 (for free text)	The source of the lock-up undertaking to be disclosed in the announcement template (English)
Lock-up Undertaking Supporting Document for the Others [Security type holder] Type (Chinese)	Text string	80 (for free text)	The source of the lock-up undertaking to be disclosed in the announcement template (Chinese)

ARA Document Fields

△ FINI will automatically generate a bilingual (English and Chinese) template for the Allotment Results Announcement. All of the following fields will have a corresponding Chinese translated version.

Section 1: Summary

Data field	Notes
Company English Name	Displays the full name of the Company in English
Company Chinese Name	Displays the full name of the Company in Chinese
Warning statement	Displays a high concentration of shareholding warning statement shown when the shares held by the Top 25 shareholders account to over 90% of the total issued capital upon listing
Stock code	Displays the issuer's stock code
Stock short name	Displays the issuer's stock short name
Dealings Commencement Date	Displays the listing date
Final Offer Price	Displays the final offer price
Offer Price Range	Displays the offer price range
Offer Price Adjustment exercised	Displays the exercise of any offer price adjustment
Number of Offer Shares	Displays the final number of offer shares
Number of offer shares in Public Offer (after offer size adjustment option and reallocation)	Displays the number of offer shares in the public offer (after the exercising of the offer size adjustment option and any reallocation)
Number of offer shares in International Offer (after offer size adjustment option and reallocation)	Displays the number of offer shares in the international offer (after the exercising of the offer size adjustment option and any reallocation)
Number of issued shares upon Listing	Displays the total issued capital upon listing
Number of additional shares issued under the option	Displays the total offer size adjustment option exercised
Number of additional shares issued under the option (public offer)	Displays the total offer size adjustment option exercised in the public offer
Number of additional shares issued under the option (international offer)	Displays the total offer size adjustment option exercised in the international offer
Number of shares over-allocated	Displays the total over-allocation (Number of [Security type])
Declaration (over-allocation may be covered by exercising the Over-allotment Option or by making purchases in the secondary market)	Displays a declaration in the allotment results announcement " <i>such over-allocation may be covered by exercising the Over-allotment Option or by making purchases in the secondary market at prices that do not exceed the Offer Price or through deferred delivery or a combination of these means. In the event the Over-allotment Option is exercised, an announcement will be made on the Stock Exchange's website</i> " only when there is an over-allocation of shares
Gross Proceeds	Displays the gross proceeds of the IPO
Listing Expenses	Displays the listing expenses of the IPO
Net Proceeds	Displays the net proceeds of the IPO
Public Offer Start Date	Displays the prospectus date in the note under net proceeds

Section 2: Allotment Results Details (Public Offer)

△ For a "by placing only" offering types, this section is hidden.

Data field	Notes
Number of valid applications	Displays the total number of valid applications
Number of successful applications	Displays the total number of successful applications
Subscription Level (Public Offer)	Displays the public offer subscription level

Data field	Notes
Claw-back triggered	Displays whether any clawback pursuant to Practice Note 18 of the Listing Rules has been triggered
Number of Offer Shares initially available under the Public Offer	Displays the number of shares in the public offer
Number of Offer Shares reallocated from the International Offer (claw-back)	Displays the number of shares reallocated from the international offer (including both mandatory and discretionary clawback)
Number of Offer Shares reallocated to the International Offer (claw-forward)	Displays the number of [Security type] reallocated to the international offer (i.e. an undersubscription in the public offer)
Final number of Offer Shares under the Public Offer (after exercise of Offer Size Adjustment Option and reallocation)	Displays the final size of the public offer
Percentage of Offer Shares under the Public Offer to the Global Offering	Displays the percentage of the final size of the public offer to the final offer size
Weblink English Search Engine	Displays the English website link to the Share Registrar's search function for public offer allottees
Weblink Chinese Search Engine	Displays the Chinese website link to the Share Registrar's search function for public offer allottees
Weblink English Allottee List	Displays the English website link to the full list of allotted public offer subscribers on the Share Registrar's website
Weblink Chinese Allottee List	Displays the Chinese website link to the full list of allotted public offer subscribers on the Share Registrar's website

Section 3: Allotment Results Details (International Offer)

⚠ For a “public offer only” offering types, this section is hidden.

Data field	Notes
Number of Placees	Displays the total number of unique placees in the international offer
Subscription Level (International Offer)	Displays the subscription level of the international offer
Number of Offer Shares initially available under the International Offer	Displays the number of offer shares initially available under the international offer
Number of Offer Shares reallocated from the Public Offer (claw-forward)	Displays the number of shares reallocated to the international offer (i.e. an undersubscription in the public offer)
Number of Offer Shares reallocated to the Public Offer (claw-back)	Displays the number of shares reallocated from the international offer (including both mandatory and discretionary clawback)
Final number of Offer Shares under the International Offer (after reallocation)	Displays the final size of the international offer
Percentage of Offer Shares under the International Offer to the Global Offering	Displays the percentage of the final size of the public offer to the final offer size

Section 4: Allotment Results Details (Employee preferential offering)

⚠ This section is only shown when an IPO has an employee preferential offer.

Data field	Notes
Number of valid applications (Employee preferential offering)	Displays the number of valid applications in the employee preferential offer
Subscription level (Employee preferential offering)	Displays the subscription level of the employee preferential offering
Final number of shares allotted (Employee preferential offering)	Displays the final number of employee reserved shares allotted
Employee Reserved Shares available for subscription	Displays the employee reserved shares available for subscription

Data field	Notes
Under-subscription of shares and to make available to the International offer (Employee preferential offering)	Displays the under-subscription of employee reserved shares and made available to the international offer
Under-subscription of shares and to make available to the Public Offer (Employee preferential offering)	Displays the under-subscription of employee reserved shares and made available to the public offer

Section 5: Allotment Results Details (Preferential offering to qualifying shareholders)

⚠ This section is only shown when an IPO has a preferential offer to qualifying shareholders.

Data field	Notes
Number of valid applications (Preferential offering to qualifying shareholders)	Displays the number of valid applications in the preferential offering to qualifying shareholders
Subscription level (Preferential offering to qualifying shareholders)	Displays the subscription level of the preferential offering to qualifying shareholders
Final number of shares allotted (Preferential offering to qualifying shareholders)	Displays the final number of allotted reserved shares to qualifying shareholders
Reserved Shares available under International Offer (Preferential offering to qualifying shareholders)	Displays the reserved shares to qualifying shareholders that are available under international offer
Under-subscription of shares and to make available to the International offer (Preferential offering to qualifying shareholders)	Displays the under-subscription of the reserved shares to qualifying shareholders that are made available to the international offer
Under-subscription of shares and to make available to the Public offer (Preferential offering to qualifying shareholders)	Displays the under-subscription of reserved shares to qualifying shareholders and made available to the public offer (preferential offering to qualifying shareholders)

Section 6: Cornerstone Investors

⚠ This section is only shown when there are cornerstone investors participating in an IPO.

Data field	Notes
Investor (Cornerstone Investors)	Displays the name of the cornerstone investor
Number of Offer Shares allocated (Cornerstone Investors)	Displays number of offer shares allocated to the cornerstone investor
Total number of Offer Shares allocated (Cornerstone Investors)	Displays the number of shares allocated to the cornerstone investor
Percentage of Offer Shares (Cornerstone Investors)	Displays the percentage of shares allocated to the cornerstone investor to the entire offer
Total percentage of Offer Shares (Cornerstone Investors)	Displays the sum of the percentages of shares allocated to the cornerstone investor to the entire offer for all cornerstone investors
Percentage of total issued H Shares after the Global Offering (Cornerstone Investors)	Displays the percentage of shares allocated to the cornerstone investor to the total number of issued H-shares Only applicable for securities to be listed are H-shares
Total percentage of total issued H Shares after the Global Offering (Cornerstone Investors)	Displays the sum of the percentages of shares allocated to the cornerstone investor to the total number of issued H-shares for all cornerstone investors Only applicable for securities to be listed are H-shares
Percentage of total issued share capital after the Global Offering (Cornerstone Investors)	Displays the percentage of shares allocated to the cornerstone investor to the issuer's total issued share capital upon listing
Total percentage of total issued share capital after the Global Offering (Cornerstone Investors)	Displays the sum of the percentages of shares allocated to the cornerstone investor to the issuer's total issued share capital upon listing for all cornerstone investors

Data field	Notes
Existing shareholders or their close associates (Cornerstone Investors)	Displays a "yes"/"no" indicator on whether the cornerstone investor is also an "Existing shareholder/Director or its close associate"

Section 7: Allottees with Waivers / Consents Obtained

⚠ This section is only shown when there are placees tagged with the categories "Connected client" and/or "Existing shareholder/Director or its close associate".

Data field	Notes
Allottees with Waivers / Consents	Displays the full name of connected client or existing shareholder and its close associate placee
Number of shares allocated (Allottees with Waivers / Consents)	Displays the number of shares allocated to the corresponding placee
Total number of shares allocated (Allottees with Waivers / Consents)	Displays the sum of shares allocated to the corresponding placee(s)
Percentage of offer shares (Allottees with Waivers / Consents)	Displays the percentage of shares allocated to the corresponding placee to the entire offer
Total percentage of offer shares (Allottees with Waivers / Consents)	Displays the sum of the percentages of shares allocated to the corresponding placee(s) to the entire offer
Percentage of total issued H Shares after the Global Offering (Allottees with Waivers / Consents)	Displays the percentage of shares allocated to the corresponding placee to the total number of issued H-shares Only applicable for securities to be listed are H-shares
Total percentage of total issued H Shares after the Global Offering (Allottees with Waivers / Consents)	Displays the sum of the percentages of shares allocated to the corresponding placee(s) to the total number of issued H-shares Only applicable for securities to be listed are H-shares
Percentage of total issued share capital after the Global Offering (Allottees with Waivers / Consents)	Displays the percentage of shares allocated to the cornerstone investor to the issuer's total issued share capital upon listing
Total percentage of total issued share capital after the Global Offering (Allottees with Waivers / Consents)	Displays the sum of the percentages of shares allocated to the corresponding placee(s) to the issuer's total issued share capital upon listing
Relationship	Displays all the tags associated with the corresponding placee(s) (i.e. "connected client, sponsor and close associate, underwriter and close associate, designated sponsor and/or any distributor and connected client")
Note	Displays a note that appropriate waivers have been sought and obtained from the Exchange on placees who are tagged with "existing shareholder and their close associate" tags

Section 7A: Customer(s) or client(s) / supplier(s) of the issuer

⚠ This section is only shown when there are placees tagged with the categories "Customer or client of the issuer" and/or "Supplier of the issuer".

Data field	Notes
Investor (Customer Supplier)	Displays the full name of the "customer or client of the issuer" and/or "supplier of the issuer"
Number of shares allocated (Customer Supplier)	Displays the number of shares allocated to the corresponding placee
Total number of shares allocated (Customer Supplier)	Displays the sum of number of shares allocated to the corresponding placees
Percentage of offer shares (Customer Supplier)	Displays the percentage of shares allocated to the corresponding placee to the entire offer
Total percentage of offer shares (Customer Supplier)	Displays the sum of the percentages of shares allocated to the corresponding placee(s) to the entire offer
Percentage of total issued H Shares after the Global Offering (Customer Supplier)	Displays the percentage of shares allocated to the corresponding placee to the total number of issued H-shares Only applicable for securities to be listed are H-shares

Data field	Notes
Total percentage of total issued H Shares after the Global Offering (Customer Supplier)	Displays the sum of the percentages of shares allocated to the corresponding placee(s) to the total number of issued H-shares Only applicable for securities to be listed are H-shares
Percentage of total issued share capital after the Global Offering (Customer Supplier)	Displays the percentage of shares allocated to the cornerstone investor to the issuer's total issued share capital upon listing
Total percentage of total issued share capital after the Global Offering (Customer Supplier)	Displays the sum of the percentages of shares allocated to the corresponding placee(s) to the issuer's total issued share capital upon listing
Relationship (Customer Supplier)	Displays all the tags associated with the corresponding placee(s) (i.e. "customer or client of the issuer" and/or "supplier of the issuer")

Section 7B: Existing or past employee of the issuer

△ This section is only shown when there are placees tagged with the categories "Existing or past employee of the issuer".

Data field	Notes
Investor (Employee)	Displays the full name of the "Existing or past employee of the issuer"
Number of shares allocated (Employee)	Displays the number of shares allocated to the corresponding placee
Total number of shares allocated (Employee)	Displays the sum of number of shares allocated to the corresponding placees
Percentage of offer shares (Employee)	Displays the percentage of shares allocated to the corresponding placee to the entire offer
Total percentage of offer shares (Employee)	Displays the sum of the percentages of shares allocated to the corresponding placee(s) to the entire offer
Percentage of total issued H Shares after the Global Offering (Employee)	Displays the percentage of shares allocated to the corresponding placee to the total number of issued H-shares Only applicable for securities to be listed are H-shares
Total percentage of total issued H Shares after the Global Offering (Employee)	Displays the sum of the percentages of shares allocated to the corresponding placee(s) to the total number of issued H-shares Only applicable for securities to be listed are H-shares
Percentage of total issued share capital after the Global Offering (Employee)	Displays the percentage of shares allocated to the cornerstone investor to the issuer's total issued share capital upon listing
Total percentage of total issued share capital after the Global Offering (Employee)	Displays the sum of the percentages of shares allocated to the corresponding placee(s) to the issuer's total issued share capital upon listing

Section 8: Lock-up Undertakings

This section grouped under different headings, by type of shareholders subject to lock-up undertakings (i.e. "Controlling Shareholders", "Pre-IPO Investors", "Directors", "Existing Shareholders", "Cornerstone Investors and, and/or "Others (user-defined section name)").

Data field	Notes
Name (Lock-up Undertakings)	Displays the full name of the shareholder subject to a lock-up undertaking
Number of shares held in the Company subject to lock-up undertakings upon listing (Lock-up Undertakings)	Displays the number of [security type] subject to lock-up undertaking upon listing
Total number of shares held in the Company subject to lock-up undertakings upon listing (Controlling Shareholders)	Displays the number of [security type] of controlling shareholders subject to lock-up undertakings upon listing
Total number of shares held in the Company subject to lock-up	Displays the number of [security type] of pre-IPO investors subject to lock-up undertakings upon listing

Data field	Notes
undertakings upon listing (Pre-IPO Investors)	
Total number of shares held in the Company subject to lock-up undertakings upon listing (Cornerstone Investor)	Displays the number of [security type] of cornerstone investors subject to lock-up undertakings upon listing
Total number of shares held in the Company subject to lock-up undertakings upon listing (Existing Shareholders)	Displays the number of [security type] of existing shareholders subject to lock-up undertakings upon listing
Total number of shares held in the Company subject to lock-up undertakings upon listing (Others)	Displays the number of [security type] of other investors subject to lock-up undertakings upon listing
Total number of shares held in the Company subject to lock-up undertakings upon listing (Director)	Displays the number of [security type] of directors subject to lock-up undertakings upon listing
Percentage of total issued H Shares after the Global Offering subject to lock-up undertakings upon listing (Lock-up Undertakings)	Displays the percentage of shares of the shareholders/investors subject to lock-up undertaking to the total number of issued H-shares Only applicable for securities to be listed are H-shares
Total Percentage of total issued H Shares after the Global Offering subject to lock-up undertakings upon listing (Controlling Shareholders)	Displays the sum of the percentages of shares of the controlling shareholders subject to lock-up undertakings to the total number of issued H-shares Only applicable for securities to be listed are H-shares
Total Percentage of total issued H Shares after the Global Offering subject to lock-up undertakings upon listing (Pre-IPO Investors)	Displays the percentage of shares of the pre-IPO investor subject to lock-up undertakings to the total number of issued H-shares Only applicable for securities to be listed are H-shares
Total Percentage of total issued H Shares after the Global Offering subject to lock-up undertakings upon listing (Cornerstone Investor)	Displays the sum of the percentages of shares of the cornerstone investors subject to lock-up undertakings to the total number of issued H-shares Only applicable for securities to be listed are H-shares
Total Percentage of total issued H Shares after the Global Offering subject to lock-up undertakings upon listing (Existing Shareholders)	Displays the sum of the percentages of shares of the existing shareholders subject to lock-up undertakings to the total number of issued H-shares Only applicable for securities to be listed are H-shares
Total Percentage of total issued H Shares after the Global Offering subject to lock-up undertakings upon listing (Others)	Displays the sum of the percentages of shares of the other investors subject to lock-up undertakings to the total number of issued H-shares Only applicable for securities to be listed are H-shares
Total Percentage of total issued H Shares after the Global Offering subject to lock-up undertakings upon listing (Director)	Displays the sum of the percentages of shares of directors subject to lock-up undertakings to the total number of issued H-shares Only applicable for securities to be listed are H-shares
Percentage of shareholding in the Company subject to lock-up undertakings upon listing	Displays the percentage of shares of the shareholders/investors subject to lock-up undertaking to the total issued share capital after the Global Offering
Total Percentage of shareholding in the Company subject to lock-up undertakings upon listing (Controlling Shareholders)	Displays the sum of the percentages of shares of the controlling shareholders subject to lock-up undertaking to the total issued share capital after the Global Offering
Total Percentage of shareholding in the Company subject to lock-up undertakings upon listing (Pre-IPO Investors)	Displays the sum of the percentages of shares of the pre-IPO investors subject to lock-up undertaking to the total issued share capital after the Global Offering
Total Percentage of shareholding in the Company subject to lock-up undertakings upon listing (Cornerstone Investor)	Displays the sum of the percentages of shares of the cornerstone investor subject to lock-up undertaking to the total issued share capital after the Global Offering
Total Percentage of shareholding in the Company subject to lock-up undertakings upon listing (Existing Shareholders)	Displays the sum of the percentages of shares of the existing shareholders subject to lock-up undertaking to the total issued share capital after the Global Offering
Total Percentage of shareholding in the Company subject to lock-up undertakings upon listing (Others)	Displays the sum of the percentages of shares of the other investors subject to lock-up undertaking to the total issued share capital after the Global Offering

Data field	Notes
Total Percentage of shareholding in the Company subject to lock-up undertakings upon listing (Director)	Displays the sum of the percentages of shares of the directors subject to lock-up undertaking to the total issued share capital after the global offering
Last day subject to the lock-up undertaking (will not cease to be the controlling shareholders) (Lock-up Undertakings)	Displays the last day the investors are subject to the lock-up undertaking (will not cease to be the controlling shareholders) (lock-up undertakings)
Last day subject to the lock-up undertaking (will not dispose of any shares) (Lock-up Undertakings)	Displays the last day the investors are subject to the lock-up undertaking (will not dispose of any shares) (lock-up undertakings)
Lock-up end date 1	Displays the first lock-up end date in the notes under the table showing the lock-up undertaking(s) of the controlling shareholder(s)
Lock-up end date 2	Displays the second lock-up end date in the notes under the table showing the lock-up undertaking(s) of the controlling shareholder(s)
Free text English (Pre-IPO Investors)	A free text box for inputting additional information on the lock-up undertakings of pre-IPO investors in English
Free text Chinese (Pre-IPO Investors)	A free text box for inputting additional information on the lock-up undertakings of pre-IPO investors in Chinese
Free text English (Existing Shareholders)	A free text box for inputting additional information on the lock-up undertakings of existing shareholders in English
Free text Chinese (Existing Shareholders)	A free text box for inputting additional information on the lock-up undertakings of existing shareholders in Chinese
Free text English (Others)	A free text box for inputting additional information on the lock-up undertakings of other shareholders in English
Free text Chinese (Others)	A free text box for inputting additional information on the lock-up undertakings of other shareholders in Chinese
Free text (other security holder type English name)	A free text box for inputting a description of the other investor(s) subject to lock-up undertaking(s) in English
Free text (other security holder type Chinese name)	A free text box for inputting a description of the other investor(s) subject to lock-up undertaking(s) in Chinese

Section 9: Placee concentration analysis

△ This section is hidden when the offering type of the IPO is “public offer only”.

Data field	Notes
Number of [security type] held upon Listing by Top 1 placee	Displays the total number of [security type] allotted to top 1 placee (from concentration analysis)
Number of [security type] held upon Listing by Top 5 placee	Displays the total number of [security type] allotted to top 5 placees (from concentration analysis)
Number of [security type] held upon Listing by Top 10 placee	Displays the total number of [security type] allotted to top 10 placees (from concentration analysis)
Number of [security type] held upon Listing by Top 25 placee	Displays the total number of [security type] allotted to top 25 placees (from concentration analysis)
Allotment as Percentage of International Offering before exercise of Over-allotment option by Top 1 placee	Displays the percentage of the total number of shares allotted to top 1 placee to the international offer (before exercise of over-allotment option)
Allotment as Percentage of International Offering before exercise of Over-allotment option by Top 5 placees	Displays the percentage of the total number of shares allotted to top 5 placees to the international offer (before exercise of over-allotment option)
Allotment as Percentage of International Offering before exercise of Over-allotment option by Top 10 placees	Displays the percentage of the total number of shares allotted to top 10 placees to the international offer (before exercise of over-allotment option)
Allotment as Percentage of International Offering before exercise of Over-allotment option by Top 25 placees	Displays the percentage of the total number of shares allotted to top 25 placees to the international offer (before exercise of over-allotment option)
Allotment as Percentage of International Offering after exercise of Over-allotment option by Top 1 placee	Displays the percentage of the total number of shares allotted to top 1 placee to the international offer (after exercise of over-allotment option)

Data field	Notes
Allotment as Percentage of International Offering after exercise of Over-allotment option by Top 5 placee	Displays the percentage of the total number of shares allotted to top 5 placees to the international offer (after exercise of over-allotment option)
Allotment as Percentage of International Offering after exercise of Over-allotment option by Top 10 placee	Displays the percentage of the total number of shares allotted to top 10 placees to the international offer (after exercise of over-allotment option)
Allotment as Percentage of International Offering after exercise of Over-allotment option by Top 25 placee	Displays the percentage of the total number of shares allotted to top 25 placees to the international offer (after exercise of over-allotment option)
Allotment as Percentage of total Offer Shares before exercise of Over-allotment option by Top 1 placee	Displays the percentage of the total number of shares allotted to top 1 placee to the offer (before exercise of over-allotment option)
Allotment as Percentage of total Offer Shares before exercise of Over-allotment option by Top 5 placees	Displays the percentage of the total number of shares allotted to top 5 placees to the offer (before exercise of over-allotment option)
Allotment as Percentage of total Offer Shares before exercise of Over-allotment option by Top 10 placees	Displays the percentage of the total number of shares allotted to top 10 placees to the offer (before exercise of over-allotment option)
Allotment as Percentage of total Offer Shares before exercise of Over-allotment option by Top 25 placees	Displays the percentage of the total number of shares allotted to top 25 placees to the offer (before exercise of over-allotment option)
Allotment as Percentage of total Offer Shares after exercise of Over-allotment option by Top 1 placee	Displays the percentage of the total number of shares allotted to top 1 placee to the offer (after exercise of over-allotment option)
Allotment as Percentage of total Offer Shares after exercise of Over-allotment option by Top 5 placees	Displays the percentage of the total number of shares allotted to top 5 placees to the offer (after exercise of over-allotment option)
Allotment as Percentage of total Offer Shares after exercise of Over-allotment option by Top 10 placees	Displays the percentage of the total number of shares allotted to top 10 placees to the offer (after exercise of over-allotment option)
Allotment as Percentage of total Offer Shares after exercise of Over-allotment option by Top 25 placees	Displays the percentage of the total number of shares allotted to top 25 placees to the offer (after exercise of over-allotment option)
Number of Shares held upon Listing by Top 1 placee	Displays the total number of shares held by the top 1 placee
Number of Shares held upon Listing by Top 5 placee	Displays the total number of shares held by the top 5 placees
Number of Shares held upon Listing by Top 10 placee	Displays the total number of shares held by the top 10 placees
Number of Shares held upon Listing by Top 25 placee	Displays the total number of shares held by the top 25 placees
Percentage of total issued share capital upon listing before exercise of Over-allotment option by Top 1 placee	Displays the percentage of the total number of shares held by the top 1 placee to the issuer's total issued capital upon listing before exercise of over-allotment option
Percentage of total issued share capital upon listing before exercise of Over-allotment option by Top 5 placee	Displays the percentage of the total number of shares held by the top 5 placees to the issuer's total issued capital upon listing before exercise of over-allotment option
Percentage of total issued share capital upon listing before exercise of Over-allotment option by Top 10 placee	Displays the percentage of the total number of shares held by the top 10 placees to the issuer's total issued capital upon listing before exercise of over-allotment option
Percentage of total issued share capital upon listing before exercise of Over-allotment option by Top 25 placee	Displays the percentage of the total number of shares held by the top 25 placees to the issuer's total issued capital upon listing before exercise of over-allotment option
Percentage of total issued share capital upon listing after exercise of Over-allotment option by Top 1 placee	Displays the percentage of the total number of shares held by the top 1 placee to the issuer's total issued capital upon listing before after of over-allotment option

Data field	Notes
Percentage of total issued share capital upon listing after exercise of Over-allotment option by Top 5 placees	Displays the percentage of the total number of shares held by the top 5 placees to the issuer's total issued capital upon listing after exercise of over-allotment option
Percentage of total issued share capital upon listing after exercise of Over-allotment option by Top 10 placees	Displays the percentage of the total number of shares held by the top 10 placees to the issuer's total issued capital upon listing after exercise of over-allotment option
Percentage of total issued share capital upon listing after exercise of Over-allotment option by Top 25 placee	Displays the percentage of the total number of shares held by the top 25 placees to the issuer's total issued capital upon listing after exercise of over-allotment option
WVR statement	Displays a statement for WVR new listings only

Section 10: H Shareholder / Non-WVR Shareholder concentration analysis

△ This section is only shown for primary listings when the securities to be listed for an IPO involves H-shares or is a WVR listing.

The information shown under this section will be populated from the Top 25 H Shareholders / Non-WVR Shareholders List (shown above) that is uploaded in the ARA Form.

Data field	Notes
Number of H shares / Non-WVR shares allotted to the top 1 H shareholder / Non-WVR shareholder	Displays the number of [security type] allotted to the top 1 [security type holder]
Number of H shares / Non-WVR shares allotted to the top 5 H shareholders / Non-WVR shareholders	Displays the number of [security type] allotted to the top 5 [security type holder]
Number of H shares / Non-WVR shares allotted to the top 10 H shareholders / Non-WVR shareholders	Displays the number of [security type] allotted to the top 10 [security type holder]
Number of H shares / Non-WVR shares allotted to the top 25 H shareholders / Non-WVR shareholders	Displays the number of [security type] allotted to the top 25 [security type holder]
Allotment as percentage of International Offering before exercise of Over-allotment option for the top 1 H shareholder / Non-WVR shareholder	Displays the percentage of the number of [security type] allotted to the top 1 [security type holder] to the international offer (before exercise of over-allotment option)
Allotment percentage of International Offering before exercise of Over-allotment option for the top 5 H shareholders / Non-WVR shareholders	Displays the percentage of the number of [security type] allotted to the top 5 [security type holder] to the international offer (before exercise of over-allotment option)
Allotment percentage of International Offering before exercise of Over-allotment option for the top 10 H shareholders / Non-WVR shareholders	Displays the percentage of the number of [security type] allotted to the top 10 [security type holder] to the international offer (before exercise of over-allotment option)
Allotment percentage of International Offering before exercise of Over-allotment option for the top 25 H shareholders / Non-WVR shareholders	Displays the percentage of the number of [security type] allotted to the top 25 [security type holder] to the international offer (before exercise of over-allotment option)
Allotment percentage of International Offering after exercise of Over-allotment option for the top	Displays the percentage of the number of [security type] allotted to the top 1 [security type holder] to the international offer (after exercise of over-allotment option)

Data field	Notes
1 H shareholder / Non-WVR shareholder	
Allotment percentage of International Offering after exercise of Over-allotment option for the top 5 shareholders / Non-WVR shareholders	Displays the percentage of the number of [security type] allotted to the top 5 [security type holder] to the international offer (after exercise of over-allotment option)
Allotment percentage of International Offering after exercise of Over-allotment option for the top 10 shareholders / Non-WVR shareholders	Displays the percentage of the number of [security type] allotted to the top 10 [security type holder] to the international offer (after exercise of over-allotment option)
Allotment percentage of International Offering after exercise of Over-allotment option for the top 25 shareholders / Non-WVR shareholders	Displays the percentage of the number of [security type] allotted to the top 25 [security type holder] to the international offer (after exercise of over-allotment option)
Allotment percentage of Total Offer Shares before exercise of Over-allotment option for the top 1 H shareholder / Non-WVR shareholder	Displays the percentage of the number of [security type] allotted to the top 1 [security type holder] to the offer (before exercise of over-allotment option)
Allotment percentage of Total Offer Shares before exercise of Over-allotment option for the top 5 shareholders / Non-WVR shareholders	Displays the percentage of the number of [security type] allotted to the top 5 [security type holder] to the offer (before exercise of over-allotment option)
Allotment percentage of Total Offer Shares before exercise of Over-allotment option for the top 10 shareholders / Non-WVR shareholders	Displays the percentage of the number of [security type] allotted to the top 10 [security type holder] to the offer (before exercise of over-allotment option)
Allotment percentage of Total Offer Shares before exercise of Over-allotment option for the top 25 shareholders / Non-WVR shareholders	Displays the percentage of the number of [security type] allotted to the top 25 [security type holder] to the offer (before exercise of over-allotment option)
Allotment percentage of Total Offer Shares after exercise of Over-allotment option for the top 1 shareholder / Non-WVR shareholder	Displays the percentage of the number of [security type] allotted to the top 1 [security type holder] to the offer (after exercise of over-allotment option)
Allotment percentage of Total Offer Shares after exercise of Over-allotment option for the top 5 shareholders / Non-WVR shareholders	Displays the percentage of the number of [security type] allotted to the top 5 [security type holder] to the offer (after exercise of over-allotment option)
Allotment percentage of Total Offer Shares after exercise of Over-allotment option for the top 10 shareholders / Non-WVR shareholders	Displays the percentage of the number of [security type] allotted to the top 10 [security type holder] to the offer (after exercise of over-allotment option)
Allotment percentage of Total Offer Shares after exercise of Over-allotment option for the top 25 shareholders / Non-WVR shareholders	Displays the percentage of the number of [security type] allotted to the top 25 [security type holder] to the offer (after exercise of over-allotment option)
Number of H Shares / Non-WVR Shares held upon Listing by the top 1 H Shareholder / Non-WVR Shareholder	Displays the total number of [security type] held by the top 1 [security type holder] upon listing
Number of H Shares / Non-WVR Shares held upon Listing by the top 5 H Shareholders / Non-WVR Shareholders	Displays the total number of [security type] held by the top 5 [security type holder] upon listing
Number of H Shares / Non-WVR Shares held upon Listing by the top	Displays the total number of [security type] held by the top 10 [security type holder] upon listing

Data field	Notes
10 H Shareholders / Non-WVR Shareholders	
Number of H Shares / Non-WVR Shares held upon Listing by the top 25 H Shareholders / Non-WVR Shareholders	Displays the total number of [security type] held by the top 25 [security type holder] upon listing
Percentage of total issued H share / Non-WVR share capital upon listing before exercise of Over-allotment option by Top 1 H shareholder / Non-WVR shareholder	Displays the percentage of the total number of [security type] held by the top 1 [security type holder] upon listing to the issuer's total issued share capital upon listing (before exercise of over-allotment option)
Percentage of total issued H share / Non-WVR share capital upon listing before exercise of Over-allotment option by Top 5 H shareholders / Non-WVR shareholders	Displays the percentage of the total number of [security type] held by the top 5 [security type holder] upon listing to the issuer's total issued share capital upon listing (before exercise of over-allotment option)
Percentage of total issued H share / Non-WVR share capital upon listing before exercise of Over-allotment option by Top 10 H shareholders/ Non-WVR shareholders	Displays the percentage of the total number of [security type] held by the top 10 [security type holder] upon listing to the issuer's total issued share capital upon listing (before exercise of over-allotment option)
Percentage of total issued H share / Non-WVR share capital upon listing before exercise of Over-allotment option by Top 25 H shareholders/ Non-WVR shareholders	Displays the percentage of the total number of [security type] held by the top 25 [security type holder] upon listing to the issuer's total issued share capital upon listing (before exercise of over-allotment option)
Percentage of total issued H share / Non-WVR share capital upon listing after exercise of Over-allotment option by Top 1 H shareholder / Non-WVR shareholder	Displays the percentage of the total number of [security type] held by the top 1 [security type holder] upon listing to the issuer's total issued share capital upon listing (after exercise of over-allotment option)
Percentage of total issued H share / Non-WVR share capital upon listing after exercise of Over-allotment option by Top 5 H shareholders / Non-WVR shareholders	Displays the percentage of the total number of [security type] held by the top 5 [security type holder] upon listing to the issuer's total issued share capital upon listing (after exercise of over-allotment option)
Percentage of total issued H share / Non-WVR share capital upon listing after exercise of Over-allotment option by Top 10 H shareholders / Non-WVR shareholder	Displays the percentage of the total number of [security type] held by the top 10 [security type holder] upon listing to the issuer's total issued share capital upon listing (after exercise of over-allotment option)
Percentage of total issued H share / Non-WVR share capital upon listing after exercise of Over-allotment option by Top 25 H shareholders / Non-WVR shareholders	Displays the percentage of the total number of [security type] held by the top 25 [security type holder] upon listing to the issuer's total issued share capital upon listing (after exercise of over-allotment option)
Number of shares held upon listing by top 1 H / Non-WVR shareholder	Displays the total number of shares held by the top 1 [security type holder] upon listing
Number of shares held upon listing by top 5 H / Non-WVR shareholders	Displays the total number of shares held by the top 5 [security type holder] upon listing
Number of shares held upon listing by top 10 H / Non-WVR shareholders	Displays the total number of shares held by the top 10 [security type holder] upon listing
Number of shares held upon listing by top 25 H / Non-WVR shareholders	Displays the total number of shares held by the top 25 [security type holder] upon listing

Section 11: Shareholder Concentration Analysis

⚠ This section is only shown for primary listings.

Data field	Notes
Number of shares allotted to the top 1 shareholder	Displays the number of shares allotted to the top 1 shareholder

Data field	Notes
allotment option for the top 25 shareholders	
Number of [Security type] held upon Listing by the top 1 Shareholder	Displays the total number of [security type] held by the top 1 shareholder upon listing Only applicable for securities to be listed are H-shares
Number of [Security type] held upon Listing by the top 5 Shareholders	Displays the total number of [security type] held by the top 5 shareholders upon listing Only applicable for securities to be listed are H-shares
Number of [Security type] held upon Listing by the top 10 Shareholders	Displays the total number of [security type] held by the top 10 shareholders upon listing Only applicable for securities to be listed are H-shares
Number of [Security type] held upon Listing by the top 25 Shareholders	Displays the total number of [security type] held by the top 25 shareholders upon listing Only applicable for securities to be listed are H-shares
Number of WVR Shares held upon Listing by the top 1 Shareholder	Displays the total number of [security type] held by the top 1 shareholder upon listing Only applicable for WVR listings
Number of WVR Shares held upon Listing by the top 5 Shareholders	Displays the total number of [security type] held by the top 5 shareholders upon listing Only applicable for WVR listings
Number of WVR Shares held upon Listing by the top 10 Shareholders	Displays the total number of [security type] held by the top 10 shareholders upon listing Only applicable for WVR listings
Number of WVR Shares held upon Listing by the top 25 Shareholders	Displays the total number of [security type] held by the top 25 shareholders upon listing Only applicable for WVR listings
Number of Shares held upon listing by top 1 shareholder	Displays the total number of shares held by top 1 shareholder upon listing
Number of shares held upon listing by top 5 shareholders	Displays the total number of shares held by top 5 shareholders upon listing
Number of Shares held upon listing by top 10 shareholders	Displays the total number of shares held by top 10 shareholders upon listing
Number of Shares held upon listing by top 25 shareholders	Displays the total number of shares held by top 25 shareholders upon listing
Percentage of total issued share capital upon listing before exercise of Over-allotment option by Top 1 shareholder	Displays the percentage of the total number of shares held by top 1 shareholder upon listing to the issuer's total issued capital upon listing (before exercise of over-allotment option)
Percentage of total issued share capital upon listing before exercise of Over-allotment option by Top 5 shareholders	Displays the percentage of the total number of shares held by top 5 shareholders upon listing to the issuer's total issued capital upon listing (before exercise of over-allotment option)
Percentage of total issued share capital upon listing before exercise of Over-allotment option by Top 10 shareholders	Displays the percentage of the total number of shares held by top 10 shareholders upon listing to the issuer's total issued capital upon listing (before exercise of over-allotment option)
Percentage of total issued share capital upon listing before exercise of Over-allotment option by Top 25 shareholders	Displays the percentage of the total number of shares held by top 25 shareholders upon listing to the issuer's total issued capital upon listing (before exercise of over-allotment option)
Percentage of total issued share capital upon listing after exercise of Over-allotment option by Top 1 shareholder	Displays the percentage of the total number of shares held by top 1 shareholder upon listing to the issuer's total issued capital upon listing (after exercise of over-allotment option)
Percentage of total issued share capital upon listing after exercise of Over-allotment option by Top 5 shareholders	Displays the percentage of the total number of shares held by top 5 shareholders upon listing to the issuer's total issued capital upon listing (after exercise of over-allotment option)
Percentage of total issued share capital upon listing after exercise of Over-allotment option by Top 10 shareholders	Displays the percentage of the total number of shares held by top 10 shareholders upon listing to the issuer's total issued capital upon listing (after exercise of over-allotment option)
Percentage of total issued share capital upon listing after exercise of Over-allotment option by Top 25 shareholders	Displays the percentage of the total number of shares held by top 25 shareholders upon listing to the issuer's total issued capital upon listing (after exercise of over-allotment option)

Section 12: Basis of Allocation under the Hong Kong Public Offering

Displays the basis of allocation under the public offer, split between Pool A and Pool B.

△ This section is only shown for IPOs with a public offer.

Field name	Notes											
No. of [Security Type] Applied For	<p>Displays each denomination under the denomination table presented in the IPO Reference Data function.</p> <p>Each denomination represents a group of subscribers, where:</p> <ul style="list-style-type: none"> If there are no subscribers within a denomination group or only subscribers with invalid subscriptions, then the row is hidden If there are subscribers within a denomination group receiving different allotments, they are represented across separate rows 											
No. of Valid Applications	Displays the total number of valid public offer applications within this denomination group											
Basis of Allotment / Ballot	Displays the number of securities allotted to each public offer subscriber within this denomination group											
Approximate Percentage Allotted of the Total No. of [Security Type] Applied For	<p>Displays the percentage of the total number of securities allotted to public offer subscribers within a denomination to the total number of securities applied by the same subscribers</p> <p>For example:</p> <table border="1"> <thead> <tr> <th>No. of [Security Type] Applied For</th> <th>No. of Valid Applications</th> <th>Basis of Allotment / Ballot</th> <th>Approximate Percentage Allotted of the Total No. of [Security Type] Applied For</th> </tr> </thead> <tbody> <tr> <td>200</td> <td>5</td> <td>100</td> <td rowspan="2">75.00%^</td> </tr> <tr> <td>200</td> <td>5</td> <td>200</td> </tr> </tbody> </table> <p>^ Calculated based on 1,500 / 2,000. (1,500 = 5*100+5*200; 2,000 = 5*200+5*200)</p>	No. of [Security Type] Applied For	No. of Valid Applications	Basis of Allotment / Ballot	Approximate Percentage Allotted of the Total No. of [Security Type] Applied For	200	5	100	75.00%^	200	5	200
No. of [Security Type] Applied For	No. of Valid Applications	Basis of Allotment / Ballot	Approximate Percentage Allotted of the Total No. of [Security Type] Applied For									
200	5	100	75.00%^									
200	5	200										
Total No. of Valid Applications	Displays the sum of the total number of subscribers with valid subscriptions											
Total Basis of Allotment / Ballot	Displays the final size of the public offer											

Section 13: Basis of Allocation under the Preferential Offering

Displays the basis of allocation under the preferential offer, similar to the Basis of Allocation for the Hong Kong Public Offering in Section 12 above. The information shown in the table under this section is to be provided by the Share Registrar for the Designated Sponsor to input into the Allotment Results Announcement.

△ This section is only shown for IPOs with a preferential offer.

△ To complete this section, the Designated Sponsor would need to download the Customisable Downloadable Word Document of the System Generated PDF and update this section based on the information provided by the Share Registrar.

Sample section:

No. Of [Security Type] Applied For	No. Of Valid Applications	Total No. Of Excess Reserved [Security Type] Applied For	Basis Of Allotment/Ballot	Total No. Of Reserved [Security Type] Allotted	Approximate Percentage Of Allocation Based On Total No. Of Excess Reserved [Security Type] Applied For In This Category
1 to 100	5	200	Allot Excess Reserved Shares applied for in full	200	100%

Section 14: Disclaimer

Data field	Notes
Description of conducting a public offer in the U.S.	Display the standard description of conducting a public offer in the U.S.
Additional Information (Optional) English	Optional text box for inputting additional information relating to the allotment results announcement (in English)
Additional Information (Optional) Chinese	Optional text box for inputting additional information relating to the allotment results announcement (in Chinese)

Regulatory Submissions


Marketing Statement Fields

A. General

Data field	Notes
Case Number	Displays the IPO case number
Rule Reference A	Displays the relevant Main Board or GEM Listing Rule reference
Name of the Issuer (English)	Displays the name of the issuer (English)
Name of the Issuer (Chinese)	Displays the name of the issuer (Chinese)
Description of Security	Displays the securities to be listed
Total Amount or Number of Securities being placed	Displays the final size of the institutional offer
Total Amount or Number of Securities being placed by the Undersigned	Displays the total number of shares sub-placed to the submitter by the Overall Coordinator or other Distributors (based on the information entered in the Control List function)
Offer Price	Displays the final offer price This field is only displayed in the Marketing and Independence Statement of the Overall Coordinator(s)
Name(s) of the Overall Coordinator(s)	Displays the name(s) of the Overall Coordinator(s) in the IPO This field is only displayed in the Marketing and Independence Statement of the Overall Coordinator(s)
Name(s) of Syndicate Members / Non-syndicate Intermediaries (if appropriate)	Displays the name(s) of Distributor(s) one level down from the submitter (i.e. submitting company) (based on the information entered in the Control List function) This field is only displayed in the Marketing and Independence Statement of the Overall Coordinator(s)
Name(s) of the Persons(s) or Firm(s) from whom the Undersigned obtained the Securities to be placed by the Undersigned	Displays the name of the Overall Coordinator or Distributor, where the submitter obtained the shares to be placed under the International Offer This field is only displayed in the Marketing and Independence Statement of the Overall Coordinator(s)

B. Summary of Distribution

The information displayed in this section is sourced from the control list under the [Control List](#) function.

 This section will only be shown in the Marketing and Independence Statements of Overall Coordinators.

Data field	Notes
Summary of distribution - Overall Coordinator	Displays the company name of each Overall Coordinator participating in the IPO
Summary of distribution - Overall Coordinator - Amount or Number of Securities	Displays the number of securities allocated to each Overall Coordinator in the international offer
Summary of distribution - Overall Coordinator - % of placing	Displays the percentage(s) of the total number of securities allocated to each Overall Coordinator in the international offer to the international offer
Summary of distribution - Syndicate Members / Non-syndicate Intermediaries	Displays the company name of each Distributor participating in the IPO

Summary of distribution - Syndicate Members / Non-syndicate Intermediaries (if appropriate) - Amount or Number of Securities	Displays the number of securities allocated to each Distributor in the international offer
Summary of distribution - Syndicate Members / Non-syndicate Intermediaries (if appropriate) - % of placing	Displays the percentage(s) of the total number of securities allocated to each Distributor in the international offer to the international offer
Summary of distribution - Total - Amount or Number of Securities	Displays the total number of securities allocated to Overall Coordinator(s) and Distributors in the international offer
Summary of distribution - Total - % of placing	Displays the percentage of the total number of securities allocated to Overall Coordinator(s) and Distributors in the international offer to the international offer

C. Analysis of Distribution

The information displayed in this section is sourced from the placee list of the submitting company.

Data field	Notes
Analysis of Distribution - Clients (excluding the connected client included in (2) below) - Number of holders	Displays the total number of independent placees in the submitter's placee list
Analysis of Distribution - Clients (excluding the connected client included in (2) below) - Amount or number of securities	Displays the total number of securities allocated to the independent placees in the submitter's placee list
Analysis of Distribution (excluding the connected client included in (2) below) - Clients - % of placing	Displays the percentage of the total number of securities allocated to the independent placees in the submitter's placee list to the international offer
Analysis of Distribution - Connected clients - Number of holders	Displays the total number of connected client placees in the submitter's placee list
Analysis of Distribution - Connected clients - Amount or number of securities	Displays the total number of securities allocated to the connected client placees in the submitter's placee list
Analysis of Distribution - Connected Clients - % of placing	Displays the percentage of the total number of securities allocated to the connected client placees in the submitter's placee list to the international offer
Analysis of Distribution - Existing or past employees of the issuer - Number of holders	Displays the total number of placees who are existing or past employees of the issuer in the submitter's placee list
Analysis of Distribution - Existing or past employees of the issuer - Amount or number of securities	Displays the total number of securities allocated to placees who are existing or past employees of the issuer in the submitter's placee list
Analysis of Distribution - Existing or past employees of the issuer - % of placing	Displays the percentage of the total number of securities allocated to placees who are existing or past employees in the submitter's placee list to the international offer
Analysis of Distribution - Discretionary managed Portfolios - Number of holders	Displays the total number of discretionary managed portfolios in the submitter's placee list
Analysis of Distribution - Discretionary managed Portfolios - Amount or number of securities	Displays the total number of securities allocated to discretionary managed portfolios in the submitter's placee list
Analysis of Distribution - Discretionary managed Portfolios - % of placing	Displays the percentage of the total number of securities allocated to discretionary managed portfolios in the submitter's placee list to the international offer
Analysis of Distribution - Other Exchange Participants - Number of holders	Displays the total number of other distributors in the submitter's placee list
Analysis of Distribution - Other Exchange Participants - Amount or number of securities	Displays the total number of securities allocated to other distributors in the submitter's placee list
Analysis of Distribution - Other Exchange Participants - % of placing	Displays the percentage of the total number of securities allocated to other distributors in the submitter's placee list to the international offer

Analysis of Distribution - Retained by the Undersigned - Number of holders	Displays the submitting company's name
Analysis of Distribution - Retained by the Undersigned - Amount or number of securities	Displays the total number of shares placed to the submitting company
Analysis of Distribution - Retained by the Undersigned - % of placing	Displays the percentage of the total number of shares placed to the submitting company to the international offer
Analysis of Distribution - Total - Number of holders	Displays the sum of the total number of holders in this section
Analysis of Distribution - Total - Amount or number of securities	Displays the sum of the total number of securities allocated in this section
Analysis of Distribution - Total - % of placing	Displays the percentage of the sum of the total number of securities allocated in this section to the international offer
By the Undersigned to Other Exchange Participants - Name of Exchange Participant	Displays the company names of the distributors that the submitting company has sub-placed to
By the Undersigned to Other Exchange Participants - Amount or number of securities	Displays the number of shares sub-placed by the submitting company to each of the listed distributors
By the Undersigned to Other Exchange Participants - % of placing	Displays the percentage of the number of shares sub-placed by the submitting company to each of the listed distributors to the international offer
By the Undersigned to Other Exchange Participants – Total - Amount or number of securities	Displays the sum of the number of shares sub-placed by the submitting company to distributors
By the Undersigned to Other Exchange Participants – Total - % of placing	Displays the percentage of the sum of the number of shares sub-placed by the submitting company to distributors to the international offer
Connected Client Undertaking	<p>Displays the statements undertaken by the submitting company before submission of the e-form, which includes an independence confirmation</p> <p>The Listing Rule references will change depending on whether the issuer is listing on the Main Board or on GEM</p> <p>A sample undertaking:</p> <p><small>I hereby certify that to the best of my knowledge and belief, none of the securities placed by me have been placed with the director(s) or any existing shareholder(s) of the issuer or their close associate(s) or any nominee of any of the foregoing or to any of the "connected clients" of the lead broker or of any distributors as defined in paragraph 13 of Appendix 6 to the Main Board Rules.</small></p> <p><small>I hereby certify that (i) the orders originate from the placees procured by me and their respective ultimate beneficial owners; (ii) the placees and their respective ultimate beneficial owners are third parties independent of the Company; and (iii) they have the financial capacity to meet all obligations arising from such orders, and are not financed by, or accustomed to taking instructions from the Company or its core connected persons.</small></p>
Name of Submitter	<p>To enter the name of the authorised user submitting the e-form on behalf of the submitting company</p> <p>The name of the authorised user serves as an e-signature to the submitted e-form</p>
Title of Submitter	To enter the position title of the authorised user submitting the e-form on behalf of the submitting company
Submitter's Company Name	To enter the name of the submitting company
Date	Displays the file generated date, at point of submission (date format: D-Month-YYYY, e.g. 2-March-2021)

Sample signature:

Name of Submitter ABCD	Title of Submitter President
Submitter's Company Name OC1 Limited	
18-August-2022	

Sponsor's / Overall Coordinator's Declaration Fields

⚠ This section will only be shown in the Marketing and Independence Statements of Overall Coordinators.

Data field	Notes
Header	Displays the relevant Main Board or GEM Listing Rule reference
Sponsor / Overall Coordinator	Displays the title of the form, depending on whether the submitting company is a sponsor or overall coordinator If the sponsor and overall coordinator are part of the same entity then the title "Sponsor / Overall Coordinator Declaration" will be displayed
Case Number	Displays the IPO case number
Company Name	Displays the submitting user's company name
Adviser Type	Displays the adviser type, depending on whether the submitting company is a sponsor or overall coordinator If the sponsor and overall coordinator are part of the same entity then "a sponsor and an overall coordinator" will be displayed
Name of the Issuer	Displays the issuer's company name

Offers for subscription and offers for sale

⚠ This section will only be shown if the IPO has a public offer.

Data field	Notes
Number of Allottees	Displays the total number of public offer allottees (i.e. the total number of successful subscribers in public offer that were allotted shares)
Number of Securities being allotted	Displays the final size of the public offer

Placings

⚠ This section will only be shown if the IPO has an international offer.

Data field	Notes
Number of Placees	Displays the total number of placees in the international offer
Number of Securities being placed	Displays the final size of the institutional offer
Bookbuilding	Displays the confirmation to be made by the overall coordinator on the bookbuilding process This confirmation is only applicable to the overall coordinators
Placing Compliance	Displays the confirmation to be made by the overall coordinator the placing of the securities is in compliance with the Listing Rules This confirmation is only applicable to the overall coordinators

Listing Rule compliance

Data field	Notes
Listing Rule Compliance	Displays the confirmation that all of the provisions of the Listing Rules and guidance materials, insofar as applicable and required to be fulfilled prior to the grant of the Issuer's listing, have been complied with, or otherwise have been granted relevant waiver(s) or consent(s) This confirmation is only applicable to the sponsors
Note	Displays a note to the listing rule compliance field only if the IPO is a listing on the Main Board

e-Signature

Data field	Notes
Name of Submitter	To enter the name of the authorised user submitting the e-form on behalf of the submitting company The name of the authorised user serves as an e-signature to the submitted e-form
Title of Submitter	To enter the position title of the authorised user submitting the e-form on behalf of the submitting company
Company Name	To enter the name of the submitting company
Date	Display the file generated date, at point of submission (date format: D-Month-YYYY, e.g. 2-March-2021)

Transaction Levy Form Fields

⚠ This form is only accessible by the Designated Sponsor.

Data field	Notes
Date	Displays the file generated date, at point of submission (date format: D-Month-YYYY, e.g. 2-March-2021)
Listing Applicant	Displays name of the issuer
Case Number	Displays the IPO case number
Placeholder 1	Displays Main Board or GEM Listing
Placeholder 2	Displays the relevant Main Board or GEM Listing Rule reference for levies

Placing

⚠ This section is hidden for IPOs without an international offer (i.e. placing).

Data field	Notes
Number of International Offer Tranche Shares	Displays the number of shares in the international offer
Offer Price 1	Displays the final offer price for the international offer
SFC Transaction Levy	Displays the amount of SFC transaction levy
Stock Exchange Trading Fee	Displays the amount of stock exchange trading fee
FRCO Levy	Displays the amount of FRCO levy
Amount 1	Displays the total amount of SFC transaction levy in the international offer
Amount 2	Displays the total amount of stock exchange trading fees in the international offer
Amount 3	Displays the total amount of FRCO levy in the international offer
Amount 4	Displays the sum of the total amount of fees and levies in the international offer

Public Offer

⚠ This section is hidden for IPOs without a public offer.

Data field	Notes
Number of Public Offer Tranche Shares	Displays the number of shares in the public offer
Offer Price 2	Displays the final offer price for the public offer
Amount 5	Displays the amount of SFC transaction levy
Amount 6	Displays the amount of stock exchange trading fee
Amount 7	Displays the amount of FRCO levy
Amount 8	Displays the total amount of SFC transaction levy in the public offer
Amount 9	Displays the total amount of stock exchange trading fees in the public offer
Date 1	Displays the file generated date, at point of submission (date format: D-Month-YYYY, e.g. 2-March-2021)
Name of Submitter	To enter the name of the authorised user submitting the e-form on behalf of the submitting company The name of the authorised user serves as an e-signature to the submitted e-form
Title of Submitter	To enter the position title of the authorised user submitting the e-form on behalf of the submitting company
Company Name	To enter the name of the submitting company

Issuer's Declaration Fields

⚠ This form is only accessible by the Legal Adviser (to the issuer).

This form is a partially populated e-form, where majority of the contents are fixed, based on the Listing Rules.

The paragraphs (numbered) in this e-form are grouped under nine checkboxes and should such checkboxes be selected, the corresponding paragraphs will be hidden. The Legal Adviser (to the issuer) may decide which paragraphs of the Issuer's Declaration apply to the issuer.

Data field	Notes
Case number	Displays the IPO case number
Header	Displays the relevant Main Board or GEM Listing Rule reference for this form
Date	Displays the file generated date, at point of submission (date format: D-Month-YYYY, e.g. 2-March-2021)
Name of the Issuer	Displays the name of the issuer
Date of prospectus	Displays the date of prospectus publication (date format: D-Month-YYYY, e.g. 2-March-2021)
Name of director	To input the name of the director representing the issuer in completing the declaration
Name of company secretary	To input the name of the company secretary representing the issuer in completing the declaration
Type of listing	To input the type of listing Default value is "Global Offering"
No. of securities	To input the number of securities to be issued under the offering type Default value is the final size of the offer
Types of securities	To input the types of securities to be listed
Nominal value of the securities	Displays the nominal value per share based on the information entered in the IPO Reference Data function Field hidden, if no information on nominal value of securities entered in IPO Reference Data function
Offer price	Displays the final offer price

Trading Currency	Displays the trading currency based on the information entered in the IPO Reference Data function
Has been / is	To select the appropriate wording in the paragraph
Have been / will be	To select the appropriate wording in the paragraph
Subscribed/purchased for cash, duly allotted issued and/or transferred	To select the appropriate wording in the paragraph
Allotted and issued and/or transferred	To select the appropriate wording in the paragraph
Delivered, ready to be delivered, or being prepared and will be delivered	To select the appropriate wording in the paragraph
Subscribers and purchasers	To select the appropriate wording in the paragraph
Class of securities	To select the appropriate wording in the paragraph
Conversion or exchange or consideration	To enter the appropriate wording in the paragraph
Property acquired or other consideration	To enter the appropriate wording in the paragraph
Listing Rules on Discretionary Fees	Displays the relevant Main Board or GEM Listing Rules on discretionary fees, depending on which board the issuer is listing on
Trust deed or Deed Poll	To select the appropriate wording in the paragraph
Types of securities selection	To select the appropriate wording in the paragraph
Free text box	To input additional information in the declaration (where necessary)

Depository and Settlement Form Fields

Placement form:

Under the “General” section:

Field	Format	Length	Description
Name of Trustee-Manager	String	80	To indicate the name of the trustee-manager. Only applicable if the securities to be listed type selected is “Stapled Securities”.
Name of Depository	String	80	To indicate the name of the depository. Only applicable if the securities to be listed type selected is “Depository Receipts”.
Pre-depository Securities Transferred from Overseas Share Register to HK Share Register	Tick box	1	To indicate whether the pre-depository shares originated from an overseas share register. Default as unticked.

Under the “Settlement Arrangement” section:

This section specifies up to 20 HKSCC Participant accounts into/ entries in which the institutional offer or pre-deposit shares that should be deposited on the Commencement of Trading Date.

Field	Format	Length	Description					
Security Type	List	N/A	To indicate the type of securities to be listed type. If the IPO has warrants, editable to select the security type of both warrants and securities to be listed.					
Security Code	List	N/A	To indicate the stock code of the IPO. If the IPO has warrants, editable to select the stock code of both warrants and securities to be listed.					
Number of Securities	Integer	20	To indicate the number of securities per settlement arrangement entry.					
Over-allocation (Remaining)	Integer	20	To indicate the remaining over-allocation of shares should there be more than one placement (OAO) form submitted.					
Over-allocation (Total)	Integer	20	To indicate the total over-allocation of shares for a given IPO.					
New/ Existing	String	80	To indicate the type of securities. Single selection per entry. Dropdown selection in specific order of: <table border="1" data-bbox="678 1150 1243 1276"> <tbody> <tr><td>New</td></tr> <tr><td>Borrowed</td></tr> <tr><td>Sale</td></tr> <tr><td>Existing</td></tr> <tr><td>Others (please fill in) [Prompt free text]</td></tr> </tbody> </table>	New	Borrowed	Sale	Existing	Others (please fill in) [Prompt free text]
New								
Borrowed								
Sale								
Existing								
Others (please fill in) [Prompt free text]								
Name of Shareholder	String	80	To indicate the name of shareholder. If New/ Existing field has been selected as “New”, non-editable as ‘HKSCC Nominees Limited’.					
HKSCC Participant ID/ Name	List	N/A	To indicate the HKSCC Participant ID/ Name in which the securities will be deposited into. Single selection per entry.					
Remarks	String	1000	Free text field. Optional.					

Under the “Supporting Documentation(s)” section:

Field	Format	Length	Description
Board Resolution	N/A	N/A	The board resolution approving allotment of securities through CCASS. Allows upload of one file only.
Share Certificate Specimen	N/A	N/A	The share certificate specimen for the IPO. Allows upload of up to eleven files. Specimen(s) will be appended to the PDF generated. This field is not required if the issuer is an existing listed company as the captioned offer does not involve change of existing share certificate.
Other Supporting Documents	N/A	N/A	Refers to any additional supporting document(s) to submit to HKSCC. Allows upload of up to ten files.

Placement form (Over-allotment Option):

Under the “General” section:

Field	Format	Length	Description
Name of Trustee-Manager	String	80	To indicate the name of the trustee-manager. Only applicable if the securities to be listed type selected is “Stapled Securities”.
Name of Depository	String	80	To indicate the name of the depository. Only applicable if the securities to be listed type selected is “Depository Receipts”.
Certificates Delivery Date	Date	N/A	To indicate on the date in which the share certificate is expected to be delivered to HKSCC, with pre-filled time as 0930 (not editable). Mandatory field.

Under the “Settlement Arrangement” section:

This section specifies up to 20 HKSCC Participant accounts into which the institutional offer shares should be deposited on the Commencement of Trading Date.

Field	Format	Length	Description
Security Type	List	N/A	To indicate the type of securities to be listed type.
Security Code	List	N/A	To indicate the stock code of the IPO.
Number of Securities	Integer	20	To indicate the number of securities per settlement arrangement entry.
New/ Existing	String	80	To indicate the type of securities. Non-editable as “New”.
Name of Shareholder	String	80	To indicate the name of shareholder. If New/ Existing field has been selected as “New”, non-editable as ‘HKSCC Nominees Limited’.
HKSCC Participant ID/ Name	List	N/A	To indicate the HKSCC Participant ID/ Name in which the securities will be deposited into. Single selection per entry.
Remarks	String	1000	Free text field. Optional.

Under the “Supporting Documentation(s)” section:

Field	Format	Length	Description
Board Resolution	N/A	N/A	The board resolution approving allotment of securities through CCASS. Allows upload of one file only.
Other Supporting Documents	N/A	N/A	Refers to any additional supporting document(s) to submit to HKSCC. Allows upload of up to ten files.

Formal admission letter:

Formal admission letter will be generated in an automated manner by FINI, subject to meeting the conditions, with the exception for an existing listed company offer as the captioned securities are already admitted into CCASS.

Field	Format	Length	Description
Reference number	String	N/A	To indicate the case number related to the IPO.
Approval Date	Date	N/A	To indicate the commencement of trading date of the IPO.
Sponsor Name	String	N/A	To indicate the name of the designated sponsor for the IPO.
Security Code(s)	String	N/A	To indicate the stock code of the IPO. If the IPO has warrants, it will display the stock code for warrants and the security type.
Securities to be Admitted into CCASS	String	N/A	To indicate the securities to be listed of the IPO. If the IPO has warrants, it will display as warrants and the security type.
Name of Issuer	String	N/A	To indicate the name of company for the IPO.
Listing Date	Date	N/A	To indicate the commencement of trading date for the IPO.
File Generation Time Stamp	Date	N/A	To indicate the timestamp in which the PDF has been generated.

IPO Change Fields

 Please refer to [IPO Reference Data](#) for a complete list and description of the fields.

Scenario 1 (IPO status = “Deal Initiated”)

Field name	Amendable?	Notes
Case Number	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Company Name (English Full)	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
IPO Vetting Team	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
SFC-CF Team	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Unique FINI Case #	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Relaunched Deal Indicator	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Existing Listed Company Indicator	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Company Name (English Full)	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Company Name (English Short)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Company Name (Chinese Full)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Company Name (Chinese Short)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Stock Code	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
ISIN	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Place of Incorporation	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Principal Place of Business in Hong Kong	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Company Logo	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable .
Warrant Name (English Short)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable . FINI does not allow users to add a warrant entry or remove any entries.
Warrant Name (English Full)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. FINI does not allow users to add a warrant entry or remove any entries.
Warrant Code	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable. FINI does not allow users to add a warrant entry or remove any entries.
ISIN	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. FINI does not allow users to add a warrant entry or remove any entries.
Board Lot Size	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. FINI does not allow users to add a warrant entry or remove any entries.

Field name	Amendable?	Notes
Initial Subscription Price	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. FINI does not allow users to add a warrant entry or remove any entries.
Total Number of Warrants	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. FINI does not allow users to add a warrant entry or remove any entries.
Offering Type	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Securities to be Listed	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Nominal Value per Share	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Nominal Currency	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Listing Platform	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Listing Type	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Listing Categories	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
WVR Ratio	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Other Listing Venue(s)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Primary Listing Venue (other than on SEHK)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Trading Currency	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Downward Price Flexibility	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Upward Price Flexibility	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Offer Price Range-Minimum	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Offer Price Range-Maximum	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Trading Board Lot	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Public Offer Reallocation Cap (%)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Number of [Security type] Held by Existing [Security type holder]	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Number of Offer [Security type]	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Initial and Clawback Thresholds	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Public Offer Allocation	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Number of Public Offer [Security type]	✓	Pre-filled from the latest Cleared IPO Reference Data information and non-editable . The value of this field may change if other fields change.
Number of Institutional Offer [Security type]	✓	Pre-filled from the latest Cleared IPO Reference Data information and non-editable . The value of this field may change if other fields change.
Offer Size Adjustment Option (%)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.

Field name	Amendable?	Notes
Over-allotment Option Inclusive of Offer Size Adjustment Option	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Over-allotment Option (%)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Denomination Table	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Name of Offer	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. FINI does not allow users to add a preferential offer entry or remove any entries.
Type of Offer	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. FINI does not allow users to add a preferential offer entry or remove any entries.
Number of Preferential Offer <i>[Security type]</i>	✓	Pre-filled from the latest Cleared IPO Reference Data information and editable. FINI does not allow users to add a preferential offer entry or remove any entries.
IPO Tranche	✓	Pre-filled from the latest Cleared IPO Reference Data information and editable. FINI does not allow users to add a preferential offer entry or remove any entries.
Designated Sponsor	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Sponsor(s)	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
HK Legal Adviser (for Sponsor)	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
HK Legal Adviser (for Issuer)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Underwriter(s)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. During this period, only new Underwriter(s) may be added. The existing list of Underwriter(s) is not be available for amendment or removal.
Adviser(s)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. During this period, only new Adviser(s) may be added. The existing list of Adviser(s) is not be available for amendment or removal.
Overall Coordinator(s)	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Distributor(s)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. During this period, only new Distributor(s) may be added. The existing list of Distributors is not be available for amendment or removal.
HK Share Registrar	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Main Receiving Bank	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Sub-receiving Bank(s)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Commencement of Trading Date	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Deal / Public Offer Start Date	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Public Offer End Date	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Expected Price Determination Date	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.

Field name	Amendable?	Notes
Allotment Announcement / Share Posting / Certificate Dispatch Date	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Settlement Instructions Input Date	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. There may be special handling cases when changing this field, for detail please refer to Case 2 below this table.
Pre-deposit / Placing Shares Delivery Date	✓	Pre-filled from the latest Cleared IPO Reference Data information and non-editable. This field value may change based on changes made to the commencement of trading date.
Listing Document (English)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. ⚠ If a user accidentally deletes or overwrites any attachments in the IPO Change e-form, the user can leave the e-form without saving or simply reset the e-form to retrieve the attachments from the previously cleared version.
Listing Document (Chinese)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. ⚠ If a user accidentally deletes or overwrites any attachments in the IPO Change e-form, the user can leave the e-form without saving or simply reset the e-form to retrieve the attachments from the previously cleared version.
Supplemental Announcement	✓	Available for file upload, with the following specifications: <ul style="list-style-type: none"> • PDF only • Size limitation per file: 40mb
Supplemental Prospectus (English)	✓	Available for file upload, with the following specifications: <ul style="list-style-type: none"> • PDF only • Size limitation per file: 40mb
Supplemental Prospectus (Chinese)	✓	Available for file upload, with the following specifications: <ul style="list-style-type: none"> • PDF only • Size limitation per file: 40mb
Direct Debit Authorisation Form	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. ⚠ If a user accidentally deletes or overwrites any attachments in the IPO Change e-form, the user can leave the e-form without saving or simply reset the e-form to retrieve the attachments from the previously cleared version.
Company Registration Document(s)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. ⚠ If a user accidentally deletes or overwrites any attachments in the IPO Change e-form, the user can leave the e-form without saving or simply reset the e-form to retrieve the attachments from the previously cleared version.

Field name	Amendable?	Notes
Company Constitutional Document(s)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. ⚠ If a user accidentally deletes or overwrites any attachments in the IPO Change e-form, the user can leave the e-form without saving or simply reset the e-form to retrieve the attachments from the previously cleared version.
Brokerage	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
SFC Transaction Levy	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Stock Exchange Trading Fee	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
FRCO Levy	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.

Scenario 2 (IPO Status = “Public Offer Closed” or “Applications Validated”)

⚠ This scenario is only applicable to Offering Types "By Global Offer" and "By public offer only".

Field name	Amendable?	Notes
Case Number	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Company Name (English Full)	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
IPO Vetting Team	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
SFC-CF Team	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Unique FINI Case #	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Relaunched Deal Indicator	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Existing Listed Company Indicator	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Company Name (English Full)	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Company Name (English Short)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Company Name (Chinese Full)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Company Name (Chinese Short)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Stock Code	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
ISIN	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Place of Incorporation	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Principal Place of Business in Hong Kong	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Company Logo	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.

Field name	Amendable?	Notes
Warrant Name (English Short)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. FINI does not allow users to add a warrant entry or remove any entries.
Warrant Name (English Full)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. FINI does not allow users to add a warrant entry or remove any entries.
Warrant Code	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable. FINI does not allow users to add a warrant entry or remove any entries.
ISIN	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. FINI does not allow users to add a warrant entry or remove any entries.
Board Lot Size	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. FINI does not allow users to add a warrant entry or remove any entries.
Initial Subscription Price	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. FINI does not allow users to add a warrant entry or remove any entries.
Total Number of Warrants	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. FINI does not allow users to add a warrant entry or remove any entries.
Offering Type	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Securities to be Listed	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Nominal Value per Share	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Nominal Currency	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Listing Platform	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Listing Type	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Listing Categories	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
WVR Ratio	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Other Listing Venue(s)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Primary Listing Venue (other than on SEHK)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Trading Currency	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Downward Price Flexibility	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Upward Price Flexibility	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Offer Price Range-Minimum	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Offer Price Range-Maximum	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.

Field name	Amendable?	Notes
Trading Board Lot	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Public Offer Reallocation Cap (%)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Number of [Security type] Held by Existing [Security type holder]	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Number of Offer [Security type]	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Initial and Clawback Thresholds	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Public Offer Allocation	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Number of Public Offer [Security type]	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Number of Institutional Offer [Security type]	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Offer Size Adjustment Option (%)	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Over-allotment Option Inclusive of Offer Size Adjustment Option	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Over-allotment Option (%)	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Denomination Table	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Name of Offer	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Type of Offer	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Number of Preferential Offer [Security type]	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
IPO Tranche	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Designated Sponsor	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Sponsor(s)	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
HK Legal Adviser (for Sponsor)	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
HK Legal Adviser (for Issuer)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Underwriter(s)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. During this period, only new Underwriter(s) may be added. The existing list of Underwriter(s) is not be available for amendment or removal.
Adviser(s)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. During this period, only new Adviser(s) may be added. The existing list of Adviser(s) is not be available for amendment or removal.

Field name	Amendable?	Notes
Overall Coordinator(s)	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Distributor(s)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. During this period, only new Distributor(s) may be added. The existing list of Distributors should not be available for amendment or removal.
HK Share Registrar	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Main Receiving Bank	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Sub-receiving Bank(s)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Commencement of Trading Date	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Deal / Public Offer Start Date	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Public Offer End Date	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Expected Price Determination Date	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Allotment Announcement / Share Posting / Certificate Dispatch Date	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Settlement Instructions Input Date	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Pre-deposit / Placing Shares Delivery Date	✓	Pre-filled from the latest Cleared IPO Reference Data information and non-editable. This field value may change based on changes made to the commencement of trading date.
Listing Document (English)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. ⚠ If a user accidentally deletes or overwrites any attachments in the IPO Change e-form, the user can leave the e-form without saving or simply reset the e-form to retrieve the attachments from the previously cleared version.
Listing Document (Chinese)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. ⚠ If a user accidentally deletes or overwrites any attachments in the IPO Change e-form, the user can leave the e-form without saving or simply reset the e-form to retrieve the attachments from the previously cleared version.
Supplemental Announcement	✓	Available for file upload, with the following specifications: <ul style="list-style-type: none"> • PDF only • Size limitation per file: 40mb
Supplemental Prospectus (English)	✓	Available for file upload, with the following specifications: <ul style="list-style-type: none"> • PDF only • Size limitation per file: 40mb

Field name	Amendable?	Notes
Supplemental Prospectus (Chinese)	✓	Available for file upload, with the following specifications: <ul style="list-style-type: none"> • PDF only • Size limitation per file: 40mb
Direct Debit Authorisation Form	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. ⚠ If a user accidentally deletes or overwrites any attachments in the IPO Change e-form, the user can leave the e-form without saving or simply reset the e-form to retrieve the attachments from the previously cleared version.
Company Registration Document(s)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. ⚠ If a user accidentally deletes or overwrites any attachments in the IPO Change e-form, the user can leave the e-form without saving or simply reset the e-form to retrieve the attachments from the previously cleared version.
Company Constitutional Document(s)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. ⚠ If a user accidentally deletes or overwrites any attachments in the IPO Change e-form, the user can leave the e-form without saving or simply reset the e-form to retrieve the attachments from the previously cleared version.
Brokerage	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
SFC Transaction Levy	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Stock Exchange Trading Fee	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
FRCO Levy	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.

Scenario 3 (IPO Status = “Allotment Confirmed”, “Money Settlement” or “Allocation Confirmed”)

⚠ This scenario is only applicable to Offering Types "By Global Offer" and "By public offer only".

Field name	Amendable?	Notes
Case Number	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Company Name (English Full)	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
IPO Vetting Team	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
SFC-CF Team	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Unique FINI Case #	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Relaunched Deal Indicator	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.

Field name	Amendable?	Notes
Existing Listed Company Indicator	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Company Name (English Full)	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Company Name (English Short)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Company Name (Chinese Full)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Company Name (Chinese Short)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Stock Code	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
ISIN	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Place of Incorporation	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Principal Place of Business in Hong Kong	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Company Logo	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Warrant Name (English Short)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. FINI does not allow users to add a warrant entry or remove any entries.
Warrant Name (English Full)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. FINI does not allow users to add a warrant entry or remove any entries.
Warrant Code	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable. FINI does not allow users to add a warrant entry or remove any entries.
ISIN	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. FINI does not allow users to add a warrant entry or remove any entries.
Board Lot Size	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. FINI does not allow users to add a warrant entry or remove any entries.
Initial Subscription Price	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. FINI does not allow users to add a warrant entry or remove any entries.
Total Number of Warrants	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. FINI does not allow users to add a warrant entry or remove any entries.
Offering Type	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Securities to be Listed	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Nominal Value per Share	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Nominal Currency	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Listing Platform	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.

Field name	Amendable?	Notes
Listing Type	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Listing Categories	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
WVR Ratio	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Other Listing Venue(s)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Primary Listing Venue (other than on SEHK)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Trading Currency	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Downward Price Flexibility	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Upward Price Flexibility	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Offer Price Range-Minimum	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Offer Price Range-Maximum	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Trading Board Lot	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Public Offer Reallocation Cap (%)	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Number of <i>[Security type]</i> Held by Existing <i>[Security type holder]</i>	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Number of Offer <i>[Security type]</i>	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Initial and Clawback Thresholds	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Public Offer Allocation	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Number of Public Offer <i>[Security type]</i>	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Number of Institutional Offer <i>[Security type]</i>	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Offer Size Adjustment Option (%)	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Over-allotment Option Inclusive of Offer Size Adjustment Option	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Over-allotment Option (%)	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Denomination Table	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Name of Offer	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Type of Offer	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.

Field name	Amendable?	Notes
Number of Preferential Offer <i>[Security type]</i>	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
IPO Tranche	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Designated Sponsor	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Sponsor(s)	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
HK Legal Adviser (for Sponsor)	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
HK Legal Adviser (for Issuer)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Underwriter(s)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. During this period, only new Underwriter(s) may be added. The existing list of Underwriter(s) is not be available for amendment or removal.
Adviser(s)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. During this period, only new Adviser(s) may be added. The existing list of Adviser(s) is not be available for amendment or removal.
Overall Coordinator(s)	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Distributor(s)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. During this period, only new Distributor(s) may be added. The existing list of Distributors is not be available for amendment or removal.
HK Share Registrar	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Main Receiving Bank	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Sub-receiving Bank(s)	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Commencement of Trading Date	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Deal / Public Offer Start Date	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Public Offer End Date	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Expected Price Determination Date	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Allotment Announcement / Share Posting / Certificate Dispatch Date	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Settlement Instructions Input Date	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Pre-deposit / Placing Shares Delivery Date	✓	Pre-filled from the latest Cleared IPO Reference Data information and non-editable. This field value may change based on changes made to the commencement of trading date.

Field name	Amendable?	Notes
Listing Document (English)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. ⚠ If a user accidentally deletes or overwrites any attachments in the IPO Change e-form, the user can leave the e-form without saving or simply reset the e-form to retrieve the attachments from the previously cleared version.
Listing Document (Chinese)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. ⚠ If a user accidentally deletes or overwrites any attachments in the IPO Change e-form, the user can leave the e-form without saving or simply reset the e-form to retrieve the attachments from the previously cleared version.
Supplemental Announcement	✓	Available for file upload, with the following specifications: <ul style="list-style-type: none"> • PDF only • Size limitation per file: 40mb
Supplemental Prospectus (English)	✓	Available for file upload, with the following specifications: <ul style="list-style-type: none"> • PDF only • Size limitation per file: 40mb
Supplemental Prospectus (Chinese)	✓	Available for file upload, with the following specifications: <ul style="list-style-type: none"> • PDF only • Size limitation per file: 40mb
Direct Debit Authorisation Form	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. ⚠ If a user accidentally deletes or overwrites any attachments in the IPO Change e-form, the user can leave the e-form without saving or simply reset the e-form to retrieve the attachments from the previously cleared version.
Company Registration Document(s)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. ⚠ If a user accidentally deletes or overwrites any attachments in the IPO Change e-form, the user can leave the e-form without saving or simply reset the e-form to retrieve the attachments from the previously cleared version.
Company Constitutional Document(s)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. ⚠ If a user accidentally deletes or overwrites any attachments in the IPO Change e-form, the user can leave the e-form without saving or simply reset the e-form to retrieve the attachments from the previously cleared version.
Brokerage	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
SFC Transaction Levy	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Stock Exchange Trading Fee	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
FRCO Levy	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.

Scenario 4 (IPO Status = “Placing Approved” or “Allotment Results Approved”)

△ The IPO Status "Placing Approved" under this scenario is only applicable to Offering Types "By Global Offer" and "By placing only", while the IPO status "Allotment Results Approved" is not applicable to IPOs without an offer.

Field name	Amendable?	Notes
Case Number	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Company Name (English Full)	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
IPO Vetting Team	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
SFC-CF Team	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Unique FINI Case #	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Relaunched Deal Indicator	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Existing Listed Company Indicator	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Company Name (English Full)	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Company Name (English Short)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Company Name (Chinese Full)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Company Name (Chinese Short)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Stock Code	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
ISIN	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Place of Incorporation	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Principal Place of Business in Hong Kong	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Company Logo	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Warrant Name (English Short)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. FINI does not allow users to add a warrant entry or remove any entries.
Warrant Name (English Full)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. FINI does not allow users to add a warrant entry or remove any entries.
Warrant Code	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable. FINI does not allow users to add a warrant entry or remove any entries.

Field name	Amendable?	Notes
ISIN	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. FINI does not allow users to add a warrant entry or remove any entries.
Board Lot Size	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. FINI does not allow users to add a warrant entry or remove any entries.
Initial Subscription Price	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. FINI does not allow users to add a warrant entry or remove any entries.
Total Number of Warrants	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. FINI does not allow users to add a warrant entry or remove any entries.
Offering Type	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Securities to be Listed	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Nominal Value per Share	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Nominal Currency	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Listing Platform	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Listing Type	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Listing Categories	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
WVR Ratio	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Other Listing Venue(s)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Primary Listing Venue (other than on SEHK)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
Trading Currency	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Downward Price Flexibility	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Upward Price Flexibility	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Offer Price Range-Minimum	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Offer Price Range-Maximum	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Trading Board Lot	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Public Offer Reallocation Cap (%)	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Number of <i>[Security type]</i> Held by Existing <i>[Security type holder]</i>	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Number of Offer <i>[Security type]</i>	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.

Field name	Amendable?	Notes
Initial and Clawback Thresholds	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Public Offer Allocation	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Number of Public Offer <i>[Security type]</i>	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Number of Institutional Offer <i>[Security type]</i>	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Offer Size Adjustment Option (%)	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Over-allotment Option Inclusive of Offer Size Adjustment Option	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Over-allotment Option (%)	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Denomination Table	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Name of Offer	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Type of Offer	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Number of Preferential Offer <i>[Security type]</i>	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
IPO Tranche	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Designated Sponsor	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Sponsor(s)	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
HK Legal Adviser (for Sponsor)	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
HK Legal Adviser (for Issuer)	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Underwriter(s)	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Adviser(s)	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Overall Coordinator(s)	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Distributor(s)	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
HK Share Registrar	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Main Receiving Bank	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Sub-receiving Bank(s)	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.

Field name	Amendable?	Notes
Commencement of Trading Date	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. There may be special handling cases when changing this field, for detail please refer to Case1 and case 2 below this table.
Deal / Public Offer Start Date	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Public Offer End Date	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Expected Price Determination Date	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Allotment Announcement / Share Posting / Certificate Dispatch Date	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Settlement Instructions Input Date	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Pre-deposit / Placing Shares Delivery Date	✓	Pre-filled from the latest Cleared IPO Reference Data information and non-editable. This field value may change based on changes made to the commencement of trading date.
Listing Document (English)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. ⚠ If a user accidentally deletes or overwrites any attachments in the IPO Change e-form, the user can leave the e-form without saving or simply reset the e-form to retrieve the attachments from the previously cleared version.
Listing Document (Chinese)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. ⚠ If a user accidentally deletes or overwrites any attachments in the IPO Change e-form, the user can leave the e-form without saving or simply reset the e-form to retrieve the attachments from the previously cleared version.
Supplemental Announcement	✓	Available for file upload, with the following specifications: <ul style="list-style-type: none"> • PDF only • Size limitation per file: 40mb
Supplemental Prospectus (English)	✓	Available for file upload, with the following specifications: <ul style="list-style-type: none"> • PDF only • Size limitation per file: 40mb
Supplemental Prospectus (Chinese)	✓	Available for file upload, with the following specifications: <ul style="list-style-type: none"> • PDF only • Size limitation per file: 40mb


Field name	Amendable?	Notes
Direct Debit Authorisation Form	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. ⚠ If a user accidentally deletes or overwrites any attachments in the IPO Change e-form, the user can leave the e-form without saving or simply reset the e-form to retrieve the attachments from the previously cleared version.
Company Registration Document(s)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. ⚠ If a user accidentally deletes or overwrites any attachments in the IPO Change e-form, the user can leave the e-form without saving or simply reset the e-form to retrieve the attachments from the previously cleared version.
Company Constitutional Document(s)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable. ⚠ If a user accidentally deletes or overwrites any attachments in the IPO Change e-form, the user can leave the e-form without saving or simply reset the e-form to retrieve the attachments from the previously cleared version.
Brokerage	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
SFC Transaction Levy	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Stock Exchange Trading Fee	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
FRCO Levy	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.

FINI Operational Reports

This section covers the technical specifications for downloading reports from the FINI platform. Sponsors, Overall Coordinators and Legal Advisers should be aware of their responsibility to promptly check and reconcile with their own records, the details of reports downloaded from FINI.

To deliver high-speed and real-time downloading of all operational reports, the FINI Platform will impose two system restrictions for each user company:

Limitation	Restriction	Examples
Concurrent download limit	1 download for each report within an IPO case, applied on a per user company basis.	<p>If there is 1 user within Company ABC currently downloading IPO 123's "Public IPO Reference Data Report", any new download request by another Company ABC user will be placed in a queue.</p> <ul style="list-style-type: none"> ▪ The queuing restrictions <u>do not apply</u> when: <ol style="list-style-type: none"> (1) A Company ABC user is <u>downloading the same report of another IPO case</u>, e.g. IPO 456's " Public IPO Reference Data Report". (2) A Company ABC user is <u>downloading another report of the same IPO case</u>, e.g. IPO 123's "Own Placee Lists". (3) <u>A Company BCD user</u> is downloading IPO 123's "Public IPO Reference Data Report".
Daily download limit	50 downloads for each report within an IPO case, applied on a per user company basis	<p>If Company ABC has already downloaded 50 " Public IPO Reference Data Report" for IPO 123, any new download request by another Company ABC user would return the last downloaded snapshot.</p> <ul style="list-style-type: none"> ▪ The credit restrictions <u>do not apply</u> when: <ol style="list-style-type: none"> (1) A Company ABC user is <u>downloading the same report of another IPO case</u>, e.g. IPO 456's " Public IPO Reference Data Report". (2) A Company ABC user is <u>downloading another report of the same IPO case</u>, e.g. IPO 123's " Own Placee Lists ". (3) <u>A Company BCD user</u> is downloading IPO 123's "Public IPO Reference Data Report".

 Since the restrictions apply on a per user company basis, each managed company under the same parent would be subject to independent system thresholds.

Public IPO Reference Data Report

The Public IPO Reference Data Report allows Overall Coordinators and Distributors to download the latest reference data recorded within its assigned IPO case or other IPO cases in which it is not part of. It is accessible on the [IPO Reference Data](#) interface.

Sponsors and Legal Advisers (for Sponsors) are also permitted to download this report for IPO cases in which it is not part of. For IPO cases assigned to Sponsors and Legal Advisers (for Sponsors), they would download the [Full IPO Reference Data Report](#), covered in the next section.

The Public IPO Reference Data Report will contain all data fields from the completed functions of: Allocation Adjustments, Final Offer Pricing and ARA Form.

Setup

Report Name	FINI - REF DATA 02_Public_[#####]_[YYYYMMDDHHMM]
Description	##### = Stock Code YYYYMMDDHHMM = Report generation timestamp
Availability	On-demand
Format	.ZIP (with 5 .CSV files)

Data Fields

Within the .ZIP file are 5 separate .CSV files, each with the same file format:

- (i) Reference Data.csv
- (ii) Warrants.csv
- (iii) Denomination Table.csv
- (iv) Preferential Offers.csv
- (v) Advisers.csv

Each data table below represents the specifications for each .CSV file.

The fields within each table are subject to the following special handling:

#	Scenario	Recorded value within table
1	Not applicable under the IPO case's Offering Type	Not Applicable
2	Not available as the IPO case has not reached the status to a user function's start time	Not Ready
3	Available but not assigned any value by a user or the system	[Blank]

For fields marked with "[Security type]" and "[Security type holder]", the display fields changes according to the "Securities to be Listed" below:

Securities to be Listed	[Security type]	[Security type holder]
Ordinary shares	Shares	Shareholders

Securities to be Listed	[Security type]	[Security type holder]
Ordinary shares (H shares)		
Ordinary shares (conversion from B to H shares)		
Preference shares		
Real Estate Investment Trust	Units	Unitholders
Exchange Traded Product		
Depository Receipts	Receipts	DR Holders
Stapled Securities	Units	Unitholders
[Others (free input)]	Shares	Shareholders

File format:

#	Value
File extension	.CSV
Encoding	UTF-8
Delimiter	, (comma)
Enclosed	" " (double-quotes)

Reference Data.csv:

#	Column Name	Format	Length	Value
1	Relaunched Deal Indicator	String	1	Used to indicate whether this IPO case is a previous one that has since relaunched.
2	Existing Listed Company Indicator	String	1	Used to indicate whether this IPO case is operated by an existing listed company.
3	Company Name (English Full)	String	80	The IPO Company's full English name.
4	Company Name (English Short)	String	15	The IPO Company's short English name.
5	Company Name (Chinese Full)	String	80	The IPO Company's full Chinese name.
6	Company Name (Chinese Short)	String	8	The IPO Company's short Chinese name.
7	Stock Code	String	10	The IPO's stock code.
8	ISIN	String	12	The IPO's ISIN.
9	Place of Incorporation	String	40	The IPO Company's place of incorporation: Value

#	Column Name	Format	Length	Value					
				Bermuda Cayman Islands Hong Kong, China People's Republic of China Australia British Virgin Islands Canada – Alberta Canada – British Columbia Canada – Ontario England Israel Italy Japan Jersey Luxembourg Singapore US - Delaware [Others (free input)]					
10	Principal Place of Business in Hong Kong (Line 1)	String	40	The IPO Company's primary address in Hong Kong, separated over 4 lines.					
11	Principal Place of Business in Hong Kong (Line 2)	String	40						
12	Principal Place of Business in Hong Kong (Line 3)	String	40						
13	Principal Place of Business in Hong Kong (Line 4)	String	40						
14	Offering Type	String	40	The IPO's offering type: <table border="1" data-bbox="716 1623 1318 1864"> <thead> <tr> <th>Value</th> </tr> </thead> <tbody> <tr> <td>Global offer (placing and public offer)</td> </tr> <tr> <td>By placing only</td> </tr> <tr> <td>By public offer only</td> </tr> <tr> <td>By introduction</td> </tr> </tbody> </table>	Value	Global offer (placing and public offer)	By placing only	By public offer only	By introduction
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15	Securities to be Listed	String	40	<p>The type of securities to be listed by the IPO company:</p> <table border="1"> <thead> <tr> <th>Value</th> </tr> </thead> <tbody> <tr><td>Ordinary shares</td></tr> <tr><td>Ordinary shares (H shares)</td></tr> <tr><td>Ordinary shares (conversion from B to H shares)</td></tr> <tr><td>Preference shares</td></tr> <tr><td>Real Estate Investment Trust</td></tr> <tr><td>Exchange Traded Product</td></tr> <tr><td>Depository Receipts</td></tr> <tr><td>Stapled Securities</td></tr> <tr><td>[Others (free input)]</td></tr> </tbody> </table>	Value	Ordinary shares	Ordinary shares (H shares)	Ordinary shares (conversion from B to H shares)	Preference shares	Real Estate Investment Trust	Exchange Traded Product	Depository Receipts	Stapled Securities	[Others (free input)]																																																																																							
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16	Nominal Value per Share	Decimal	15,12	The nominal or par value of the IPO Company's securities.																																																																																																	
17	Nominal Currency	String		<p>The currency denomination of the IPO company's nominal or par value:</p> <table border="1"> <thead> <tr> <th>Value</th> </tr> </thead> <tbody> <tr><td>HKD</td><td>CAD</td><td>GYD</td><td>MDL</td><td>RSD</td><td>UYU</td></tr> <tr><td>CNY</td><td>CDF</td><td>HNL</td><td>MGA</td><td>RUB</td><td>UZS</td></tr> <tr><td>USD</td><td>CHE</td><td>HRK</td><td>MKD</td><td>RWF</td><td>VES</td></tr> <tr><td>EUR</td><td>CHF</td><td>HTG</td><td>MMK</td><td>SAR</td><td>VND</td></tr> <tr><td>AED</td><td>CHW</td><td>HUF</td><td>MNT</td><td>SBD</td><td>VUV</td></tr> <tr><td>AFN</td><td>CLF</td><td>IDR</td><td>MOP</td><td>SCR</td><td>WST</td></tr> <tr><td>ALL</td><td>CLP</td><td>ILS</td><td>MRU</td><td>SDG</td><td>XAF</td></tr> <tr><td>AMD</td><td>COP</td><td>INR</td><td>MUR</td><td>SEK</td><td>XAG</td></tr> <tr><td>ANG</td><td>COU</td><td>IQD</td><td>MVR</td><td>SGD</td><td>XAU</td></tr> <tr><td>AOA</td><td>CRC</td><td>IRR</td><td>MWK</td><td>SHP</td><td>XBA</td></tr> <tr><td>ARS</td><td>CUC</td><td>ISK</td><td>MXN</td><td>SLL</td><td>XBB</td></tr> <tr><td>AUD</td><td>CUP</td><td>JMD</td><td>MXV</td><td>SOS</td><td>XBC</td></tr> <tr><td>AWG</td><td>CVE</td><td>JOD</td><td>MYR</td><td>SRD</td><td>XBD</td></tr> <tr><td>AZN</td><td>CZK</td><td>JPY</td><td>MZN</td><td>SSP</td><td>XCD</td></tr> <tr><td>BAM</td><td>DJF</td><td>KES</td><td>NAD</td><td>STN</td><td>XDR</td></tr> <tr><td>BBD</td><td>DKK</td><td>KGS</td><td>NGN</td><td>SYP</td><td>XFU</td></tr> </tbody> </table>	Value	HKD	CAD	GYD	MDL	RSD	UYU	CNY	CDF	HNL	MGA	RUB	UZS	USD	CHE	HRK	MKD	RWF	VES	EUR	CHF	HTG	MMK	SAR	VND	AED	CHW	HUF	MNT	SBD	VUV	AFN	CLF	IDR	MOP	SCR	WST	ALL	CLP	ILS	MRU	SDG	XAF	AMD	COP	INR	MUR	SEK	XAG	ANG	COU	IQD	MVR	SGD	XAU	AOA	CRC	IRR	MWK	SHP	XBA	ARS	CUC	ISK	MXN	SLL	XBB	AUD	CUP	JMD	MXV	SOS	XBC	AWG	CVE	JOD	MYR	SRD	XBD	AZN	CZK	JPY	MZN	SSP	XCD	BAM	DJF	KES	NAD	STN	XDR	BBD	DKK	KGS	NGN	SYP	XFU
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BDT	DOP	KHR	NIO	SZL	XOF																																																																																			
BGN	DZD	KMF	NOK	THB	XPB																																																																																			
BHD	EGP	KPW	NPR	TJS	XPF																																																																																			
BIF	ERN	KRW	NZD	TMT	XPT																																																																																			
BMD	ETB	KWD	OMR	TND	XSU																																																																																			
BND	FJD	KYD	PAB	TOP	XTS																																																																																			
BOB	FKP	KZT	PEN	TRY	XUA																																																																																			
BOV	GBP	LAK	PGK	TTD	XXX																																																																																			
BRL	GEL	LBP	PHP	TWD	YER																																																																																			
BSD	GHS	LKR	PKR	TZS	ZAR																																																																																			
BTN	GIP	LRD	PLN	UAH	ZMW																																																																																			
BWP	GMD	LSL	PYG	UGX	Others [Free text]																																																																																			
BYN	GNF	LYD	QAR	USN																																																																																				
BZD	GTQ	MAD	RON	UYI																																																																																				
18	Listing Platform	String	40	<p>The listing board of the IPO:</p> <table border="1"> <tr><th>Value</th></tr> <tr><td>Main board</td></tr> <tr><td>GEM</td></tr> </table>	Value	Main board	GEM																																																																																	
Value																																																																																								
Main board																																																																																								
GEM																																																																																								
19	Listing Type	String	40	<p>The listing type of the IPO:</p> <table border="1"> <tr><th>Value</th></tr> <tr><td>Primary</td></tr> <tr><td>Secondary</td></tr> </table>	Value	Primary	Secondary																																																																																	
Value																																																																																								
Primary																																																																																								
Secondary																																																																																								
20	Dual-primary	String	1	Indicates whether the IPO company is operating a dual-primary listing. Else, blank																																																																																				
21	Biotech	String	1	Indicates whether the IPO company is operating a biotech listing. Else, blank																																																																																				
22	WVR	String	1	Indicates whether the IPO company is operating a WVR listing. Else, blank																																																																																				
23	US Reg-S	String	1	Indicates whether the IPO company is operating any IPOs subject to US Reg-S. Else, blank																																																																																				
24	Specialist Technology Company	String	1	Indicates whether the IPO company is operating a Specialist Technology Company listing. Else, blank																																																																																				
25	WVR Ratio	String	5	If the IPO Company is operating a WVR listing, the WVR ratio in [n]:[n] format. Else, blank.																																																																																				

#	Column Name	Format	Length	Value																																		
26	Other Listing Venue(s)	String	80	If the IPO Company is operating a dual-primary listing, a list of primary exchanges separated by commas.																																		
27	Primary Listing Venue (other than on SEHK)			<p>If the IPO Company is operating a secondary listing, a list of primary exchanges separated by commas:</p> <table border="1"> <thead> <tr> <th colspan="2">Value</th> </tr> </thead> <tbody> <tr> <td colspan="2">The Amsterdam Stock Exchange (NYSE Euronext - Amsterdam)</td> </tr> <tr> <td colspan="2">The Australian Securities Exchange (ASX)</td> </tr> <tr> <td colspan="2">The Brazilian Securities, Commodities and Futures Exchange (BM&FBOVESPA)</td> </tr> <tr> <td colspan="2">The Frankfurt Stock Exchange (Deutsche Börse)</td> </tr> <tr> <td colspan="2">The Italian Stock Exchange (Borsa Italiana)</td> </tr> <tr> <td colspan="2">The London Stock Exchange (LSE)</td> </tr> <tr> <td colspan="2">The Madrid Stock Exchange (Bolsa de Madrid)</td> </tr> <tr> <td colspan="2">NASDAQ OMX (US)</td> </tr> <tr> <td colspan="2">The New York Stock Exchange (NYSE Euronext (US))</td> </tr> <tr> <td colspan="2">The Paris Stock Exchange (NYSE Euronext – Paris)</td> </tr> <tr> <td colspan="2">The Singapore Exchange (SGX)</td> </tr> <tr> <td colspan="2">The Stockholm Stock Exchange (NASDAQ OMX – Stockholm)</td> </tr> <tr> <td colspan="2">The Swiss Exchange (SIX Swiss Exchange)</td> </tr> <tr> <td colspan="2">The Tokyo Stock Exchange (TSE)</td> </tr> <tr> <td colspan="2">The Toronto Stock Exchange (TMX)</td> </tr> <tr> <td colspan="2">[Others (free input)]</td> </tr> </tbody> </table>	Value		The Amsterdam Stock Exchange (NYSE Euronext - Amsterdam)		The Australian Securities Exchange (ASX)		The Brazilian Securities, Commodities and Futures Exchange (BM&FBOVESPA)		The Frankfurt Stock Exchange (Deutsche Börse)		The Italian Stock Exchange (Borsa Italiana)		The London Stock Exchange (LSE)		The Madrid Stock Exchange (Bolsa de Madrid)		NASDAQ OMX (US)		The New York Stock Exchange (NYSE Euronext (US))		The Paris Stock Exchange (NYSE Euronext – Paris)		The Singapore Exchange (SGX)		The Stockholm Stock Exchange (NASDAQ OMX – Stockholm)		The Swiss Exchange (SIX Swiss Exchange)		The Tokyo Stock Exchange (TSE)		The Toronto Stock Exchange (TMX)		[Others (free input)]	
Value																																						
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The Tokyo Stock Exchange (TSE)																																						
The Toronto Stock Exchange (TMX)																																						
[Others (free input)]																																						
28	Trading Currency	String	3	<p>The IPO's trading currency, expressed as currency codes:</p> <table border="1"> <thead> <tr> <th>Currency</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>HKD</td> <td>Hong Kong Dollar</td> </tr> <tr> <td>CNY</td> <td>Chinese Yuan</td> </tr> <tr> <td>USD</td> <td>United States Dollar</td> </tr> </tbody> </table>	Currency	Description	HKD	Hong Kong Dollar	CNY	Chinese Yuan	USD	United States Dollar																										
Currency	Description																																					
HKD	Hong Kong Dollar																																					
CNY	Chinese Yuan																																					
USD	United States Dollar																																					
29	Downward Price Flexibility (%)	Percentage	3,0	The percentage at which the IPO company may price its IPO below the minimum offer price.																																		
30	Upward Price Flexibility (%)	Percentage	6,0	The percentage at which the IPO company may price its IPO above the maximum offer price.																																		
31	Offer Price Range - Minimum	Decimal	12,3	The minimum offer price of the IPO.																																		

#	Column Name	Format	Length	Value
32	Offer Price Range - Maximum	Decimal	12,3	The maximum offer price of the IPO.
33	Final Offer Price	Decimal	12,3	The final offer price of the IPO.
34	Trading Board Lot	Integer	6	The minimum trading unit of the IPO company.
35	Public Offer Reallocation Cap (%)	Percentage	5,2	The percentage cap at which the IPO company may allocate its securities to the public offer at its own discretion.
36	Number of [Security type] Held by Existing [Security type holder]	Integer	20	The number of securities issued by the IPO company before the commencement of the IPO.
37	Number of Offer [Security type]	Integer	20	The expected number of securities to be issued by the IPO company following the completion of the IPO.
38	Offer Size Adjustment Option (%)	Percentage	5,2	The IPO's offer size adjustment option.
39	Over-allotment Option Inclusive of Offer Size Adjustment Option	String	1	To indicate whether the IPO's over-allotment option calculations are inclusive of its offer size adjustment option.
40	Over-allotment Option (%)	Percentage	5,2	The IPO's over-allotment option.
41	Initial and Clawback Thresholds	String	40	The thresholds at which the IPO triggers a clawback, with each threshold delimited by ";".
42	Public Offer Allocation (%)	String	40	The allocation percentages to be allocated to the public offer based on the clawback thresholds triggered, with each allocation percentage delimited by ";".
43	Number of Public Offer [Security type]	Integer	20	The number of securities initially allocated to the public offer.
44	EIPO Channel Valid Application Quantity	Integer	20	The number of securities validly subscribed by the EIPO channel.
45	EIPO Channel Invalid Application Quantity	Integer	20	The number of securities invalidly subscribed by the EIPO channel.
46	e-White Channel Valid Application Quantity	Integer	20	The number of securities validly subscribed by the e-White channel.
47	e-White Channel Invalid Application Quantity	Integer	20	The number of securities invalidly subscribed by the e-White channel.

#	Column Name	Format	Length	Value
48	Total Public Offer Valid Application Quantity	Integer	20	The number of securities validly subscribed by the public offer.
49	Public Offer Subscription Ratio	Decimal	9,2	Total Public Offer Valid Application Quantity / Number of Public Offer [Security type]
50	Number of Institutional Offer [Security type]	Integer	20	The number of securities initially allocated to the institutional offer.
51	Number of Institutional Offer [Security type] Subscribed For	Integer	20	The number of securities validly subscribed by the institutional offer.
52	Institutional Offer Subscription Ratio	Decimal	9,2	Number of Institutional Offer [Security type] Subscribed For divided by Number of Institutional Offer [Security type].
53	Preferential Offer Allocation from Public Offer	Integer	20	The number of securities allocated to preferential offers from the public offer.
54	Preferential Offer Allocation from Institutional Offer	Integer	20	The number of securities allocated to preferential offers from the institutional offer.
55	Total Preferential Offer Allocation from Offer	Integer	20	Preferential Offer Allocation from Public Offer plus Preferential Offer Allocation from Institutional Offer.
56	Final Number of Public Offer [Security type]	Integer	20	The final number of securities initially allocated to the public offer (before offer size adjustment and over-allocation).
57	Final Number of Institutional Offer [Security type]	Integer	20	The final number of securities initially allocated to the institutional offer (before offer size adjustment and over-allocation).
58	Final Number of Offer [Security type]	Integer	20	Final Number of Public Offer [Security type] plus Final Number of Institutional Offer [Security type].
59	Size of Public Offer Size Adjustment Option Exercised (Number of [Security type])	Integer	20	The additional number of securities issued to the public offer using the IPO's offer size adjustment option.
60	Size of Institutional Offer Size Adjustment Option Exercised (Number of [Security type])	Integer	20	The additional number of securities issued to the institutional offer using the IPO's offer size adjustment option.
61	Total Offer Size Adjustment Option Exercised (Number of [Security type])	Integer	20	Size of Public Offer Size Adjustment Option Exercised (Number of [Security type]) plus Size of Institutional Offer Size Adjustment Option Exercised (Number of [Security type]).

#	Column Name	Format	Length	Value
62	Size of Public Offer Over-allocation (Number of [Security type])	Integer	20	The additional number of securities issued to the public offer using the IPO's over-allotment option.
63	Size of Institutional Offer Over-allocation (Number of [Security type])	Integer	20	The additional number of securities issued to the institutional offer using the IPO's over-allotment option.
64	Total Over-allocation (Number of [Security type])	Integer	20	Size of Public Offer Over-allocation (Number of [Security type]) + Size of Institutional Offer Over-allocation (Number of [Security type]).
65	Final Size of the Public Offer	Integer	20	Final Number of Public Offer [Security type] + Size of Public Offer Size Adjustment Option Exercised (Number of [Security type]) + Size of Public Offer Over-allocation (Number of [Security type]).
66	Final Size of the Institutional Offer	Integer	20	Final Number of Institutional Offer [Security type] + Size of Institutional Offer Size Adjustment Option Exercised (Number of [Security type]) + Size of Institutional Offer Over-allocation (Number of [Security type]).
67	Final Size of the Offer	Integer	20	Final Size of the Public Offer + Final Size of the Institutional Offer
68	Total Issued Capital Upon Listing	Integer	20	The IPO company's total issued number of securities upon listing.
69	Total H Shares Issued Upon Listing	Integer	20	The IPO company's total issued number of H-shares upon listing.
70	Total Non-WVR Shares Issued Upon Listing	Integer	20	The IPO company's total issued number of non-weighted voting rights securities upon listing.
71	Listing Expenses	Decimal	12,2	The expenses incurred by the IPO company for its IPO case, expressed in HKD million terms.
72	Final Offer Price of International Offer	Decimal	12,3	The final offer price for the institutional offer.
73	Commencement of Trading Date	String	19	The expected time and date at which the IPO commences trading, in YYYY-MM-DD HH:MM format.
74	Deal / Public Offer Start Date	String	19	The time and date for opening the IPO's public offer for subscriptions, in YYYY-MM-DD HH:MM format.
75	Public Offer End Date	String	19	The time and date for closing the IPO's public offer from subscriptions, in YYYY-MM-DD HH:MM:SS format.
76	Expected Price Determination Date	String	19	The latest time and date for determining the final price of the IPO, in YYYY-MM-DD HH:MM format.
77	Allotment Announcement / Share Posting /	String	10	The expected date for broadcasting the public offer allotment results of the IPO, in YYYY-MM-DD format.

#	Column Name	Format	Length	Value
	Certificate Dispatch Date			
78	Settlement Instructions Input Date	String	10	The expected date for HKSCC to permit the inputting of settlement instructions into CCASS in relation to the IPO, in YYYY-MM-DD format.
79	Pre-deposit / Placing Shares Delivery Date	String	19	The latest time and date for delivering the institutional offer shares to CCASS.
80	IPO Status	String	40	The IPO's latest active status.
81	Brokerage	Percentage	8,5	The percentage of the allotment value payable to the allottee's broker.
82	SFC Transaction Levy	Percentage	8,5	The percentage of the allotment value payable to the SFC.
83	Stock Exchange Trading Fee	Percentage	8,5	The percentage of the allotment value payable to SEHK.
84	FRCO Levy	Percentage	8,5	The percentage of the allotment value payable to Financial Reporting Council.

Warrants.csv:

#	Column Name	Format	Length	Value
1	Warrant Name (English Short)	String	15	The warrant's full English name.
2	Warrant Name (English Full)	String	100	The warrant's short English name.
3	Warrant Code	String	10	The warrant's security code.
4	ISIN	String	12	The warrant's ISIN.
5	Board Lot Size	Integer	6	The minimum trading unit of the warrant.
6	Initial Subscription Price	Decimal	12,3	The subscription price of the warrant.
7	Total Number of Warrants	Integer	20	The number of warrants to be issued.

Denomination Table.csv:

#	Column Name	Format	Length	Value
1	#	String	2	The application denomination's index number.
2	Application Quantity	Integer	20	The number of securities being subscribed for under the denomination.
3	Maximum Payable on Application	Decimal	20,2	The maximum amount of funds payable under the denomination.

Preferential Offers.csv:

#	Column Name	Format	Length	Value
---	-------------	--------	--------	-------

1	Name of Offer	String	80	The name of the preferential offer.				
2	Type of Offer	String	80	The type of preferential offer being operated: <table border="1"> <thead> <tr> <th>Type</th> </tr> </thead> <tbody> <tr> <td>Shareholder Offer</td> </tr> <tr> <td>Employee Offer</td> </tr> <tr> <td>Others [Free text]</td> </tr> </tbody> </table>	Type	Shareholder Offer	Employee Offer	Others [Free text]
Type								
Shareholder Offer								
Employee Offer								
Others [Free text]								
3	Number of Preferential Offer [<i>Security type</i>]	Integer	20	The number of securities under				
4	IPO Tranche	String	80	The IPO tranche from which the securities of the preferential offer are taken from: <table border="1"> <thead> <tr> <th>Type</th> </tr> </thead> <tbody> <tr> <td>Public Offer</td> </tr> <tr> <td>Institutional Offer</td> </tr> </tbody> </table>	Type	Public Offer	Institutional Offer	
Type								
Public Offer								
Institutional Offer								
5	Number of Valid Subscriptions	Integer	20	The final number of valid subscriptions for the preferential offer.				
6	Number of Rejected Subscriptions	Integer	20	The final number of rejected subscriptions for the preferential offer.				
7	Final Number of Allottees	Integer	20	The final number of allottees for the preferential offer				
8	Number of [<i>Security Type</i>] Applied for Valid Applications	Integer	20	The total valid application quantity for the preferential offer.				
9	Final Allotted Quantity	Integer	20	The final number of securities allotted for the preferential offer.				
10	Share Reallocation	Integer	20	The number of shares reallocated to the IPO Tranche as a result of undersubscription.				

Adviser.csv:

#	Column Name	Format	Length	Value						
1	Adviser	String	80	The role played by the company within the IPO case: <table border="1"> <thead> <tr> <th>Value</th> </tr> </thead> <tbody> <tr> <td>Designated Sponsor</td> </tr> <tr> <td>Sponsor(s)</td> </tr> <tr> <td>HK Legal Adviser (for Sponsor)</td> </tr> <tr> <td>HK Legal Adviser (for Issuer)</td> </tr> <tr> <td>Underwriter(s)</td> </tr> </tbody> </table>	Value	Designated Sponsor	Sponsor(s)	HK Legal Adviser (for Sponsor)	HK Legal Adviser (for Issuer)	Underwriter(s)
Value										
Designated Sponsor										
Sponsor(s)										
HK Legal Adviser (for Sponsor)										
HK Legal Adviser (for Issuer)										
Underwriter(s)										

				Adviser(s) Overall Coordinator(s) Distributor(s) HK Share Registrar	
2	Company Name	String	80	The name of the company playing the role within the IPO case.	

Full IPO Reference Data Report

The Full IPO Reference Data Report allows Sponsors and Legal Advisers (for Sponsors) to download the latest reference data recorded within its assigned IPO case or other IPO cases in which it is not part of. It is accessible on the [IPO Reference Data](#) interface.

The Full IPO Reference Data Report will contain all data fields from the completed functions of: Allocation Adjustments, Final Offer Pricing and ARA Form.

Setup

Report Name	FINI - REF DATA 03_Full_[#####]_[YYYYMMDDHHMM]
Description	##### = Stock Code [IPO Initiation Field #10] YYYYMMDDHHMM = FINI's report generation timestamp
Availability	On-demand
Format	.ZIP (with 6 .CSV files)

Data Fields

Within the .ZIP file are 6 separate .CSV files, each with the same file formats:

- (i) Reference Data.csv
- (ii) Warrants.csv
- (iii) Denomination Table.csv
- (iv) Preferential Offers.csv
- (v) Advisers.csv
- (vi) Receiving banks.csv

Each data table below represents the specifications for each .CSV file.

The fields within each table are subject to the following special handling:

#	Scenario	Recorded value within table
1	Not applicable under the IPO case's Offering Type	Not Applicable
2	Not available as the IPO case has not reached the status to a user function's start time	Not Ready
3	Available but not assigned any value by a user or the system	[Blank]

For fields marked with "[Security type]" and "[Security type holder]", the display fields changes according to the "Securities to be Listed" below:

Securities to be Listed	[Security type]	[Security type holder]
Ordinary shares	Shares	Shareholders
Ordinary shares (H shares)		
Ordinary shares (conversion from B to H shares)		

Securities to be Listed	[Security type]	[Security type holder]
Preference shares		
Real Estate Investment Trust	Units	Unitholders
Exchange Traded Product		
Depository Receipts	Receipts	DR Holders
Stapled Securities	Units	Unitholders
[Others (free input)]	Shares	Shareholders

File format:

#	Value
File extension	.CSV
Encoding	UTF-8
Delimiter	, (comma)
Enclosed	" " (double-quotes)

The first five .csv files are identical to the [Public IPO Reference Data Report](#). The only difference between the Public and Full IPO Reference Data Report is the Receiving Banks.csv which is only available in the Full IPO Reference Data Report.

Receiving Banks.csv:

#	Column Name	Format	Length	Value
1	Bank Name	String	80	The name of the Receiving Bank
2	Bank Code	String	3	Receiving Bank code
3	Money Settlement Branch Code	String	3	Receiving Bank branch code
4	Money Settlement Bank Account Number	String	9	Receiving Bank account number
5	Money Settlement Bank Account Name	String	40	Receiving Bank account name
6	Money Settlement Address (Line 1)	String	40	Receiving Bank address
7	Money Settlement Address (Line 2)	String	40	Receiving Bank address (if used)
8	Money Settlement Address (Line 3)	String	40	Receiving Bank address (if used)
9	Refund Branch Code	String	3	Refunding Bank branch code
10	Refund Bank Account Number	String	9	Refunding Bank account number

#	Column Name	Format	Length	Value
11	Refund Bank Account Name	String	40	Refunding Bank account name
12	Refund Address (Line 1)	String	40	Refunding Bank address
13	Refund Address (Line 2)	String	40	Refunding Bank address (if used)
14	Refund Address (Line 3)	String	40	Refunding Bank address (if used)
15	Refund Debtor Reference	String	8	Refunding debtor reference (pre-fill unique FINI case #) [non-editable]

Placee List

The reports downloadable under the Placee List Function, are the Overall Coordinators' and Distributors' own placee lists during each of the different submission statuses (i.e. Pending, Submitted, and Finalised). The contents of the Placee List Reports under Pending, Submitted, and Finalised submission statuses are identical.

Overall Coordinator/Distributor Placee List

Setup

Report Name	Placee List_Pending_#####_[\$\$\$\$\$]_[YYYYMMDDHHMM]
Description	##### = Stock Code [IPO Initiation Field #10] \$\$\$\$\$ = Overall Coordinator or Distributor's company name YYYYMMDDHHMM = FINI's report generation timestamp
Availability	On-demand
Format	.CSV

Data Fields

Individual Placees:

#	Field Name	Format	Length	Req.?	Description				
1	ID Type	String	40	Yes	The type of identification document held by the placee. Must be one of the following values: <table border="1" data-bbox="1050 1153 1501 1356"> <thead> <tr> <th>Value</th> </tr> </thead> <tbody> <tr> <td>HKID</td> </tr> <tr> <td>National identification document</td> </tr> <tr> <td>Passport</td> </tr> </tbody> </table> The order of priority of the placee's identity document type specified in <i>FAQ D12</i> of the <i>FINI Information Pack</i> must be strictly followed and where an individual placee has a valid	Value	HKID	National identification document	Passport
Value									
HKID									
National identification document									
Passport									

						HKID card, the HKID card number must be filled in. Similarly for corporate placees, a LEI registration document number must be used if an entity has a LEI registration document.				
2	ID Country / Jurisdiction	String	3	Yes		The authority issuing the identification document held by the placee, represented in ISO-3166 Alpha-3 format, or 'OTH' to represent Other. If ID Type [Field #1] = HKID, then must be "HKG".				
3	ID Number	String	40	Yes		The ID number of the placee. If ID Type [Field #1] = HKID, then must be a concatenation (no spaces) of: <ul style="list-style-type: none"> ▪ Prefix: 1-2 uppercase alphabetical characters ▪ ID number: 6-digit integer ▪ Check digit: 0 to 9, or 'A', enclosed by parentheses <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="background-color: #2c5e8c; color: white;">Successful examples</th> <th style="background-color: #2c5e8c; color: white;">Unsuccessful examples</th> </tr> </thead> <tbody> <tr> <td> <ul style="list-style-type: none"> ▪ Y123456(7) ▪ YZ123456(7) ▪ Y123456(A) </td> <td> <ul style="list-style-type: none"> ▪ Y123456 ▪ Y123456? </td> </tr> </tbody> </table>	Successful examples	Unsuccessful examples	<ul style="list-style-type: none"> ▪ Y123456(7) ▪ YZ123456(7) ▪ Y123456(A) 	<ul style="list-style-type: none"> ▪ Y123456 ▪ Y123456?
Successful examples	Unsuccessful examples									
<ul style="list-style-type: none"> ▪ Y123456(7) ▪ YZ123456(7) ▪ Y123456(A) 	<ul style="list-style-type: none"> ▪ Y123456 ▪ Y123456? 									
4	Full Name (English)	String	150	Yes		The Full English Name of the placee. Must be alphabetical characters only. Mandatory if Full Name (Chinese) [Field #5] is blank.				
5	Full Name (Chinese)	String	150	Yes		The Full Chinese or Non-English name of the placee. Fully UTF-8 encoded. Mandatory if Full Name (English) [Field #4] is blank.				
6	Residential Address	Flat, Floor, Building	String	80	Yes	The residential address of the placee.				
7		Estate/Street No. & Street	String	80	Yes					
8		District	String	80	Yes					
9		City	String	80	Yes					
10		Country	String	80	Yes					
11	Full Telephone Number	Country Code	Integer	200	Yes	The telephone number of the placee.				
12		Telephone Number	Integer	200	Yes					
13	Number of Shares Allotted	Integer	20	Yes		The number of securities being allocated to the placee.				
14	Name of Placee's Employer	String	80	Yes		The employer of the placee.				
15		Cornerstone investor	String	1	No	"Y" to indicate if placee is a cornerstone investor. Else, blank.				

16	Placee Category (Without Required Supporting Document)	Existing or past employee of the issuer	String	1	No	"Y" to indicate if placee is an existing or past employee of the issuer. Else, blank.
17		Customer or client of the issuer	String	1	No	"Y" to indicate if placee is a customer or client of the issuer. Else, blank.
18		Supplier to the issuer	String	1	No	"Y" to indicate if placee is a supplier to the issuer. Else, blank.
19	Placee Category (With Required Supporting Document)	Connected client	String	1	No	"Y" to indicate if placee is a connected client. Else, blank.
20		Existing shareholder / director and close associate	String	1	No	"Y" to indicate if placee is an existing shareholder / director and close associate. Else, blank.
21		Sponsor or its close associate	String	1	No	"Y" to indicate if placee is a sponsor or its close associate. Else, blank.
22		Underwriter and/or Distributor or its close associate	String	1	No	"Y" to indicate if placee is an underwriter and/or distributor or its close associate. Else, blank.
23	Remarks		String	1,000	No	Free text field reserved for the submitting user.

Nominee Placees:

#	Field Name	Format	Length	Req.?	Description				
1	ID Type	String	40	Yes	<p>The type of identification document held by the placee. Must be one of the following values:</p> <table border="1"> <thead> <tr> <th>Value</th> </tr> </thead> <tbody> <tr> <td>HKID</td> </tr> <tr> <td>National identification document</td> </tr> <tr> <td>Passport</td> </tr> </tbody> </table> <p>The order of priority of the placee's identity document type specified in <i>FAQ D12</i> of the <i>FINI Information Pack</i> must be strictly followed and where an individual placee has a valid HKID card, the HKID card number must be filled in. Similarly for corporate placees, a LEI registration document number must be used if an entity has a LEI registration document.</p>	Value	HKID	National identification document	Passport
Value									
HKID									
National identification document									
Passport									
2	ID Country / Jurisdiction	String	3	Yes	<p>The authority issuing the identification document held by the placee, represented in ISO-3166 Alpha-3 format, or 'OTH' to represent Other.</p> <p>If ID Type [Field #1] = HKID, then must be "HKG".</p>				
3	ID Number	String	40	Yes	<p>The ID number of the placee.</p> <p>If ID Type [Field #1] = HKID, then must be a concatenation (no spaces) of:</p> <ul style="list-style-type: none"> Prefix: 1-2 uppercase alphabetical characters ID number: 6-digit integer Check digit: 0 to 9, or 'A', enclosed by parentheses <table border="1"> <thead> <tr> <th>Successful examples</th> <th>Unsuccessful examples</th> </tr> </thead> <tbody> <tr> <td> <ul style="list-style-type: none"> Y123456(7) YZ123456(7) Y123456(A) </td> <td> <ul style="list-style-type: none"> Y123456 Y123456? </td> </tr> </tbody> </table>	Successful examples	Unsuccessful examples	<ul style="list-style-type: none"> Y123456(7) YZ123456(7) Y123456(A) 	<ul style="list-style-type: none"> Y123456 Y123456?
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<ul style="list-style-type: none"> Y123456(7) YZ123456(7) Y123456(A) 	<ul style="list-style-type: none"> Y123456 Y123456? 								
4	Full Name (English)	String	150	Yes	<p>The Full English Name of the placee. Must be alphabetical characters only.</p> <p>Mandatory if Full Name (Chinese) [Field #5] is blank.</p>				
5	Full Name (Chinese)	String	150	Yes	<p>The Full Chinese or Non-English name of the placee. Fully UTF-8 encoded.</p> <p>Mandatory if Full Name (English) [Field #4] is blank.</p>				
6	Residential Address	Flat, Floor, Building	String	80	Yes	The residential address of the placee.			
7		Estate/Street No. & Street	String	80	Yes				

8		District	String	80	Yes	
9		City	String	80	Yes	
10		Country	String	80	Yes	
11	Full Telephone Number	Country Code	Integer	200	Yes	The telephone number of the placee.
12		Telephone Number	Integer	200	Yes	
13	Number of Shares Allotted		Integer	20	Yes	The number of securities being allocated to the placee.
14	Name of Placee's Employer		String	80	Yes	The employer of the placee.
15	Placee Category (Without Required Supporting Document)	Cornerstone investor	String	1	No	"Y" to indicate if placee is a cornerstone investor. Else, blank.
16		Existing or past employee of the issuer	String	1	No	"Y" to indicate if placee is an existing or past employee of the issuer. Else, blank.
17		Customer or client of the issuer	String	1	No	"Y" to indicate if placee is a customer or client of the issuer. Else, blank.
18		Supplier to the issuer	String	1	No	"Y" to indicate if placee is a supplier to the issuer. Else, blank.
19	Placee Category (With Required Supporting Document)	Connected client	String	1	No	"Y" to indicate if placee is a connected client. Else, blank.
20		Existing shareholder / director and close associate	String	1	No	"Y" to indicate if placee is an existing shareholder / director and close associate. Else, blank.
21		Sponsor or its close associate	String	1	No	"Y" to indicate if placee is a sponsor or its close associate. Else, blank.
22		Underwriter and/or Distributor or its close associate	String	1	No	"Y" to indicate if placee is an underwriter and/or distributor or its close associate. Else, blank.
23	Remarks		String	1,000	No	Free text field reserved for the submitting user.

Data fields (Beneficial owner(s)):

#	Field Name	Format	Length	Req.?	Description						
1	Details of beneficial ownership	ID Type	String	40	Yes	<p>The type of identification document held by the beneficial owner(s). Must be one of the following values:</p> <table border="1"> <thead> <tr> <th>Value</th> </tr> </thead> <tbody> <tr> <td>HKID</td> </tr> <tr> <td>National identification document</td> </tr> <tr> <td>Passport</td> </tr> <tr> <td>Stock code of listed company</td> </tr> </tbody> </table> <p>The order of priority of the placee's identity document type specified in <i>FAQ D12</i> of the <i>FINI Information Pack</i> must be strictly followed and where an individual placee has a valid HKID card, the HKID card number must be filled in. Similarly for corporate placees, a LEI registration document number must be used if an entity has a LEI registration document.</p>	Value	HKID	National identification document	Passport	Stock code of listed company
Value											
HKID											
National identification document											
Passport											
Stock code of listed company											
2		ID Country / Jurisdiction	String	3	Yes	<p>The authority issuing the identification document held by the placee, represented in ISO-3166 Alpha-3 format, or 'OTH' to represent Other.</p> <p>If ID Type [Field #1] = HKID, then must be "HKG".</p>					
3		ID Number	String	40	Yes	<p>The ID number of the placee.</p> <p>If ID Type [Field #1] = HKID, then must be a concatenation (no spaces) of:</p> <ul style="list-style-type: none"> Prefix: 1-2 uppercase alphabetical characters ID number: 6-digit integer Check digit: 0 to 9, or 'A', enclosed by parentheses <table border="1"> <thead> <tr> <th>Successful examples</th> <th>Unsuccessful examples</th> </tr> </thead> <tbody> <tr> <td> <ul style="list-style-type: none"> Y123456(7) YZ123456(7) Y123456(A) </td> <td> <ul style="list-style-type: none"> Y123456 Y123456? </td> </tr> </tbody> </table>	Successful examples	Unsuccessful examples	<ul style="list-style-type: none"> Y123456(7) YZ123456(7) Y123456(A) 	<ul style="list-style-type: none"> Y123456 Y123456? 	
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4		Full Name (English)	String	150	Yes	<p>The Full English Name of the placee. Must be alphabetical characters only.</p> <p>Mandatory if Full Name (Chinese) [Field #5] is blank.</p>					
5		Full Name (Chinese)	String	150	Yes	<p>The Full Chinese or Non-English name of the placee. Fully UTF-8 encoded.</p> <p>Mandatory if Full Name (English) [Field #4] is blank.</p>					
6	Remarks		String	1,000	No	Free text field reserved for the submitting user.					

Corporate places:

#	Field Name	Format	Length	Req.?	Description					
1	ID Type	String	40	Yes	<p>The type of identification document held by the placee. Must be one of the following values:</p> <table border="1"> <thead> <tr> <th>Value</th> </tr> </thead> <tbody> <tr> <td>LEI registration document</td> </tr> <tr> <td>Certificate of incorporation</td> </tr> <tr> <td>Business registration certificate</td> </tr> <tr> <td>Other official incorporation document</td> </tr> </tbody> </table> <p>The order of priority of the placee's identity document type specified in <i>FAQ D12</i> of the <i>FINI Information Pack</i> must be strictly followed and where an individual placee has a valid HKID card, the HKID card number must be filled in. Similarly for corporate placees, a LEI registration document number must be used if an entity has a LEI registration document.</p>	Value	LEI registration document	Certificate of incorporation	Business registration certificate	Other official incorporation document
Value										
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Certificate of incorporation										
Business registration certificate										
Other official incorporation document										
2	ID Country / Jurisdiction	String	3	Yes	The authority issuing the identification document held by the placee, represented in ISO-3166 Alpha-3 format, or 'OTH' to represent Other.					
3	ID Number	String	40	Yes	<p>The ID number of the placee.</p> <p>If ID Type [Field #1] = LEI registration document, then must be exactly 20 uppercase alphanumeric characters.</p>					
4	Full Company Name (English)	String	150	Yes	<p>The Full Company Name of the placee in English. Must be alphabetical characters only.</p> <p>Mandatory if Full Name (Chinese) [Field #5] is blank.</p>					
5	Full Company Name (Chinese)	String	150	Yes	<p>The Full Company Name of the placee in Chinese. Fully UTF-8 encoded.</p> <p>Mandatory if Full Name (English) [Field #4] is blank.</p>					
6	Business Address	Flat, Floor, Building	String	80	Yes	The residential address of the placee.				
7		Estate/Street No. & Street	String	80	Yes					
8		District	String	80	Yes					
9		City	String	80	Yes					
10		Country	String	80	Yes					
11		Country Code	Integer	200	Yes		The telephone number of the placee.			

12	Full Telephone Number	Telephone Number	Integer	200	Yes	
13	Number of Shares Allotted		Integer	20	Yes	The number of securities being allocated to the placee.
14	Contact Person		String	80	Yes	The contact person of the placee.
15	Placee Category (Without Required Supporting Document)	Cornerstone investor	String	1	No	"Y" to indicate if placee is a cornerstone investor. Else, blank.
16		Independent Price Setting Investor	String	1	No	"Y" to indicate if placee is an Independent Price Setting Investor, as defined under Chapter 18C of the Main Board Listing Rules. Else, blank.
17		Discretionary trust	String	1	No	"Y" to indicate if placee is a discretionary trust. Else, blank.
18		Customer or client of the issuer	String	1	No	"Y" to indicate if placee is a customer or client of the issuer. Else, blank.
19		Discretionary managed portfolio	String	1	No	"Y" to indicate if placee is a discretionary managed portfolio. Else, blank.
20		PRC governmental body	String	1	No	"Y" to indicate if placee is a PRC governmental body. Else, blank.
21		Supplier to the issuer	String	1	No	"Y" to indicate if placee is a supplier to the issuer. Else, blank.
22	Placee Category (With Required Supporting Document)	Connected client	String	1	No	"Y" to indicate if placee is a connected client. Else, blank.
23		Existing shareholder/Director or its close associate	String	1	No	"Y" to indicate if placee is an existing shareholder / director and close associate. Else, blank.
24		Sponsor or its close associate	String	1	No	"Y" to indicate if placee is a sponsor or its close associate. Else, blank.
25		Underwriter and/or Distributor or its close associate	String	1	No	"Y" to indicate if placee is an underwriter and/or distributor or its close associate. Else, blank.
26		Non-SFC authorised fund	String	1	No	"Y" to indicate if placee is a Non-SFC authorised fund. Else, blank.
27	Remarks		String	1,000	No	Free text field reserved for the submitting user.

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4		Full Name (English)	String	150	Yes	<p>The Full English Name of the placee. Must be alphabetical characters only.</p> <p>Mandatory if Full Name (Chinese) [Field #5] is blank.</p>					
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