[Date]

To : Primary Market Information, Depository and Nominee Services

 Hong Kong Exchanges and Clearing Limited

30th Floor, One Exchange Square

8 Connaught Place, Central

 Hong Kong

Dear Sirs,

**Document for publication**

We hereby submit to you the enclosed soft copy of each of the English and Chinese[[1]](#footnote-1) versions of the following document for publication on the HKEXnews website.

Tier 1 Headline Category (tick one as appropriate):

|  |  |
| --- | --- |
|  | Announcements and Notices |
|  | Circulars |
|  | Listing Documents |
|  | Financial Statements/ESG Information |
|  | Next Day Disclosure Returns  |
|  | Monthly Returns |
|  | Proxy Forms  |
|  | Company Information Sheet  |
|  | Trading Information of Exchange Traded Funds |
|  | Trading Information of Leveraged and Inverse Products |
|  | Constitutional Documents |
|  | Documents on Display  |
|  | Debt and Structured Products |
|  | Documents on Display (Debt Issuance Programmes)  |
|  | Documents on Display (Debt Securities) |
|  | Documents on Display (Structured Products) |
|  | Application Proofs, OC Announcements and Post Hearing Information Packs or PHIPs  |

Tier 2 Headline Category[[2]](#footnote-2) (if applicable):

Title of Document (in English and Chinese)[[3]](#footnote-3):

Should you have any queries, please contact [name of contact] on [telephone no.].

Yours faithfully,

For and on behalf of

[Name of Issuer]

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name:

Title :

1. Both the English and Chinese versions are required to be submitted at the same time unless otherwise permitted under the Listing Rules. [↑](#footnote-ref-1)
2. Insert all such headline as may be appropriate from the list of headlines set out in the “Headline Categories” published on the Exchange’s website. [↑](#footnote-ref-2)
3. Insert the same title as appears in the document. [↑](#footnote-ref-3)