HKEX
香港交易所

Fast Interface for New Issuance (FINI)

User Guide for Sponsors, Intermediaries, and Legal Advisers



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Versions

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NOTE

This user guide has been published to help prospective users become familiar with the features of the FINI system and will be updated periodically. Prospective users are advised to refer to the latest release before using the system.

DISCLAIMER

HKEX and/or its subsidiaries have endeavoured to ensure the accuracy and reliability of the information provided in this document, but do not guarantee its accuracy and reliability and accept no liability (whether in tort or contract or otherwise) for any loss or damage arising from any inaccuracy or omission or from any decision, action or non-action based on or in reliance upon information contained in this document.

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 Listings[1].

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	▪ **HKSCC Participant ("CP")**
User Guide for FINI Banks	▪ **Designated EIPO Bank of CPs ("DB")** ▪ **Receiving Bank of IPO Issuers ("RB")**
User Guide for Sponsors, Intermediaries and Legal Advisers [current document]	▪ **Designated Sponsor** ▪ **Other Sponsor(s)** ▪ **Sponsor's Counsel** ▪ **Issuer's Counsel** ▪ **Designated Overall Coordinator ("DOC")** ▪ **Other Overall Coordinator(s)** ▪ **Distributor(s)**
API Guide	▪ **All user categories above [IPO Reference Data]** ▪ **HKSCC Participant ("CP") [EIPO Subscription]** ▪ **Designated EIPO Bank of CPs ("DB") [EIPO Funding]**
Access Management User Guide	▪ **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.

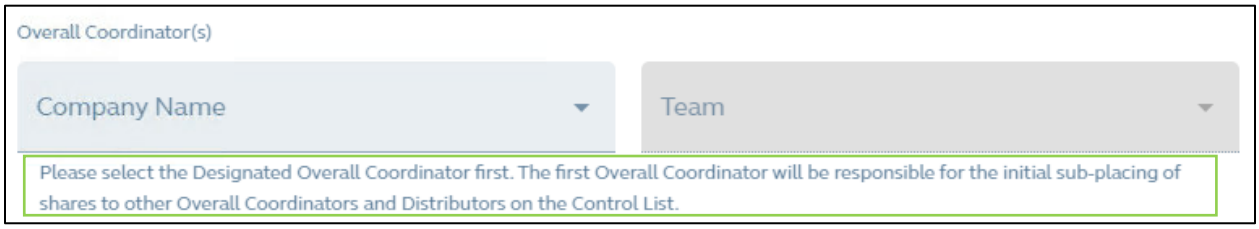
For **GEM** IPO cases, where more than one sponsor and one overall coordinator are appointed to the IPO, the nominated Designated Sponsor and a Designated Overall Coordinator must notify the Listing Division of its nomination, in writing, at least four clear business days before the expected hearing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



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))	
User function	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		✓		✓		✓
Directors and Shareholders	✓	✓		✓	✓⚠	✓
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		✓		✓		✓
IPO Summary	✓	✓	✓	✓	✓	✓
Download IPO Summary List	✓	✓	✓	✓	✓	✓

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

⚠ The Legal Adviser (for Sponsor) will receive identical email and in-FINI notifications as the Sponsors.

User Interface	Designated Overall Coordinator / Other Overall Coordinator(s)		Distributor	
User function	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		✓		
IPO Summary	✓	✓	✓	✓
Download IPO Summary List	✓	✓	✓	✓

⚠ 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)	
User function	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		✓
IPO Summary	✓	✓
Download IPO Summary List	✓	✓

⚠ 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** 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.

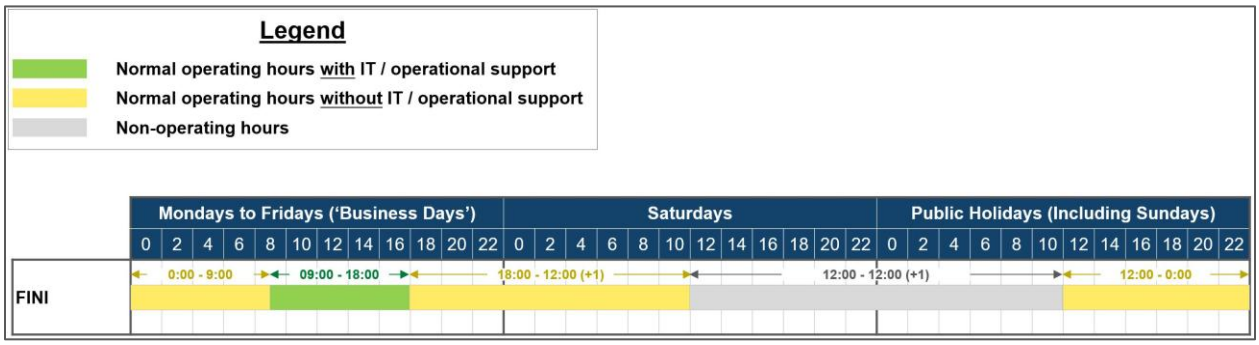
System Availability

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, (e.g. value of data fields were not able to display properly in FINI Dashboard), they may find an alternative location with an open internet connection to continue accessing the FINI platform.

⚠ If the issue persists, FINI users may contact 852 2979 7111 or email to ClearingPS@hkex.com.hk for enquiries.

3. IPO Workflow

IPO Timetable and System Statuses

An IPO case will operate under one out of two standardised timetables[3]:

#	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 ⚠	

⚠ Eligible GEM issuers transferring to the Main Board under Chapter 9B of the Main Board Listing Rules will be exempt from using FINI.

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).

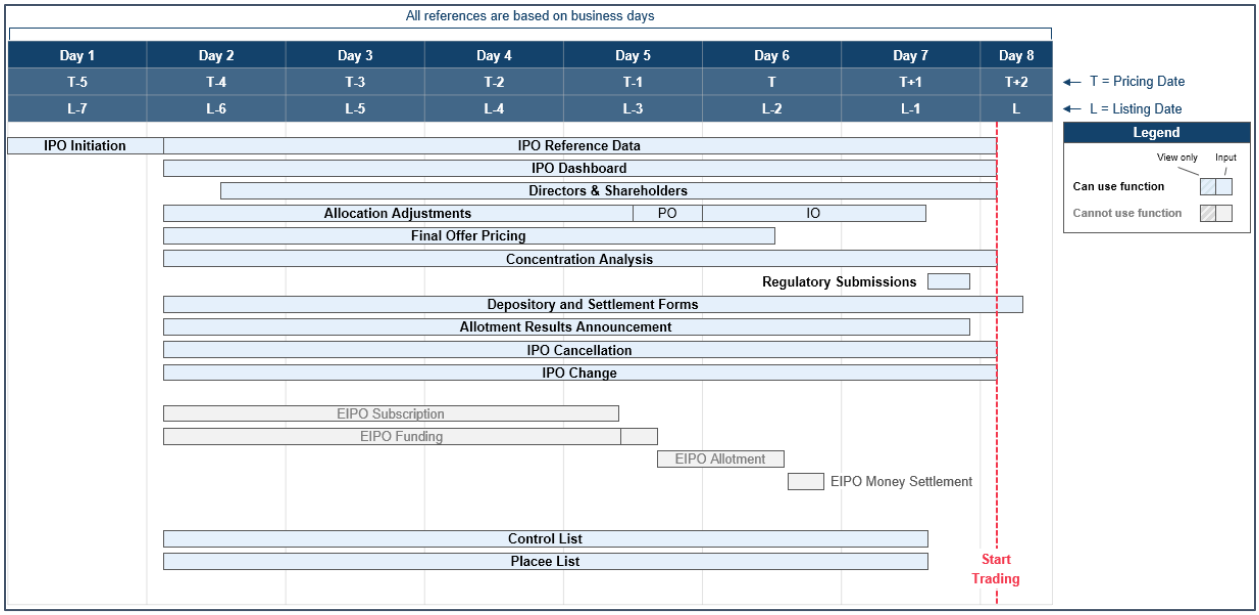
If a critical step is not completed before a system deadline, an IPO case would enter a system status of: "Suspended" (see Exceptions for further information).

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.

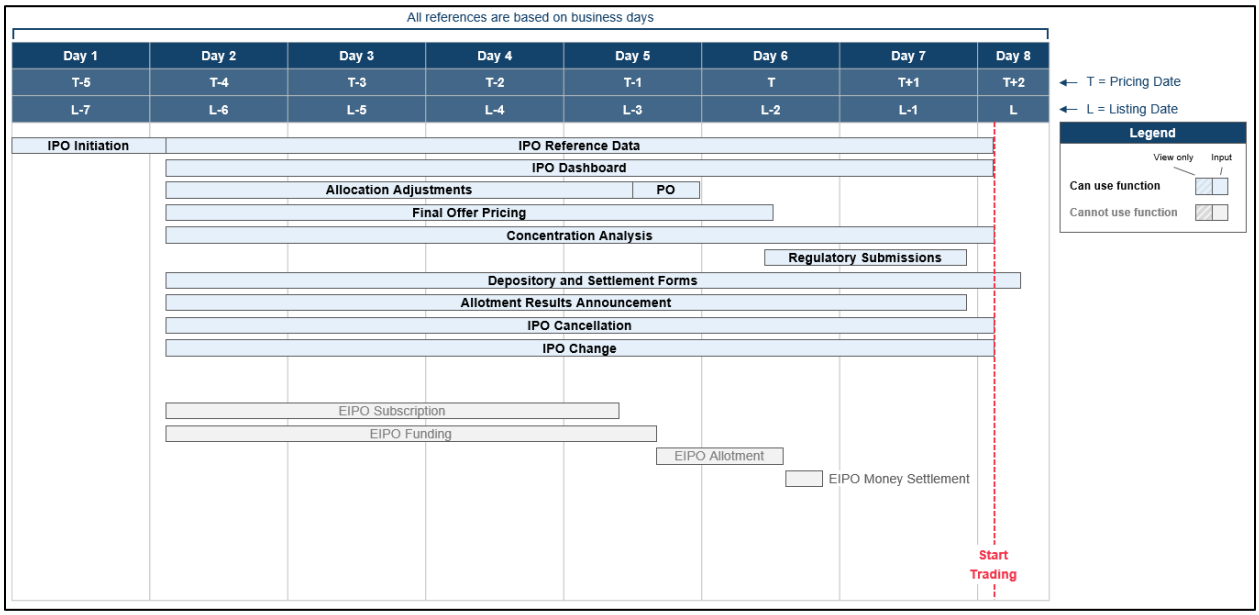
The Designated Overall Coordinator is responsible for determining the allocations between both tranches (i.e. after taking into account any claw back, re-allocation or upsize offer) and the final offer price. Following the offer size confirmation, intermediaries are responsible for submitting their placee 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 and Directors and Shareholders form	**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 placee lists are 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-

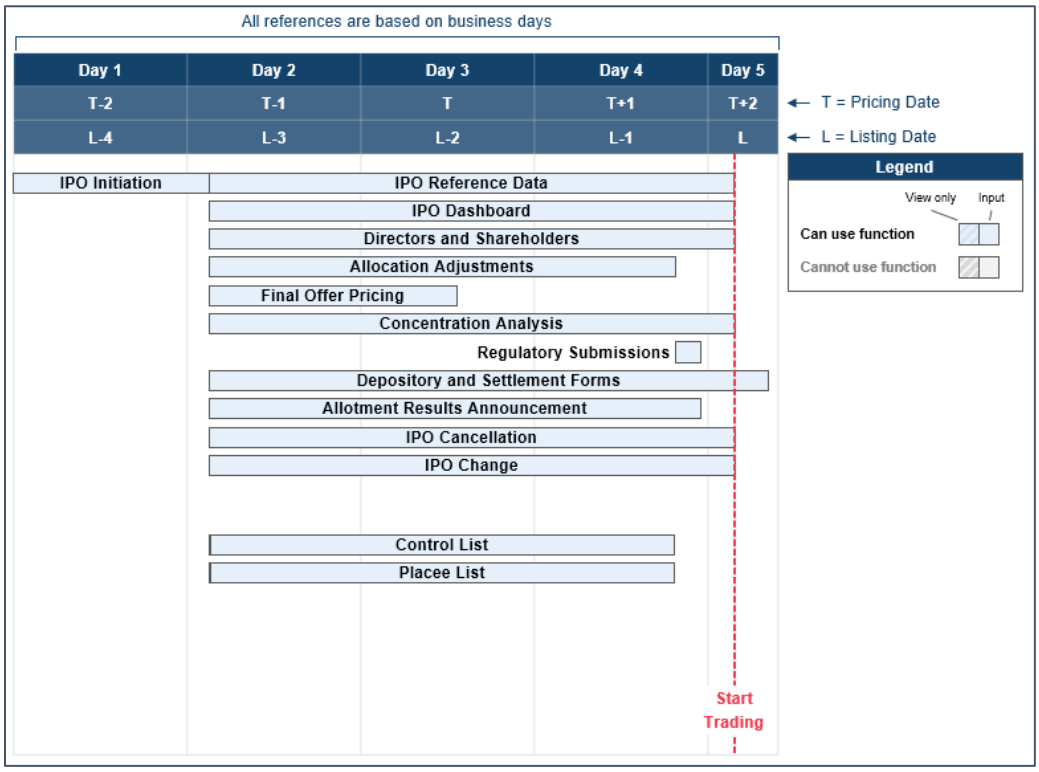
populated by FINI, for regulatory approval.

⚠ 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, and the balloting results will be confirmed	**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:



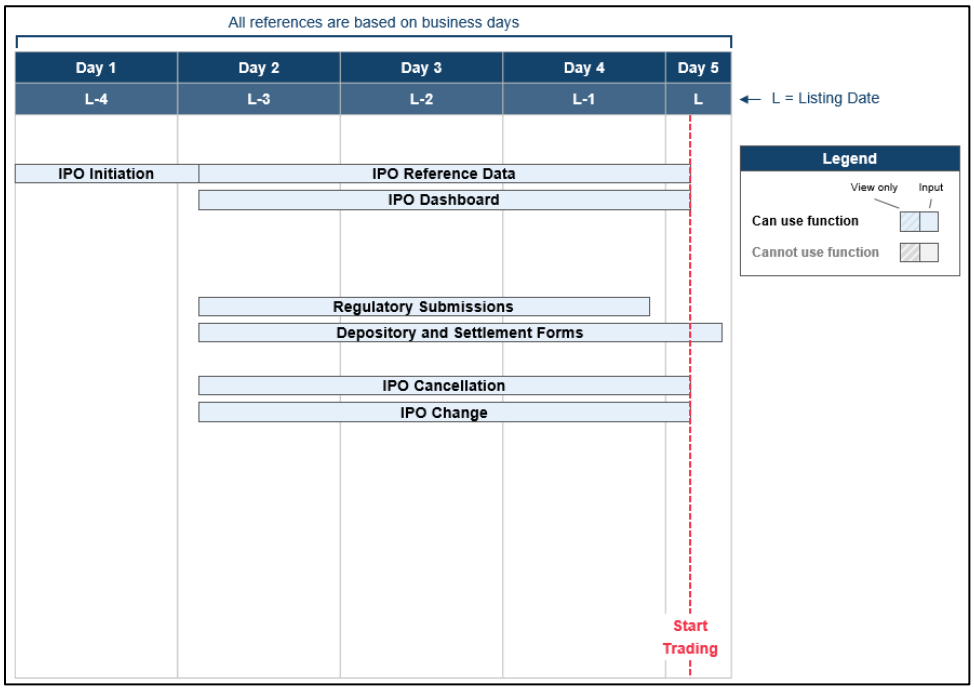
A "By Placing Only" case involves only an "International Offer". The case starts with the Designated Overall Coordinator deciding the final offer size and offer price.

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:

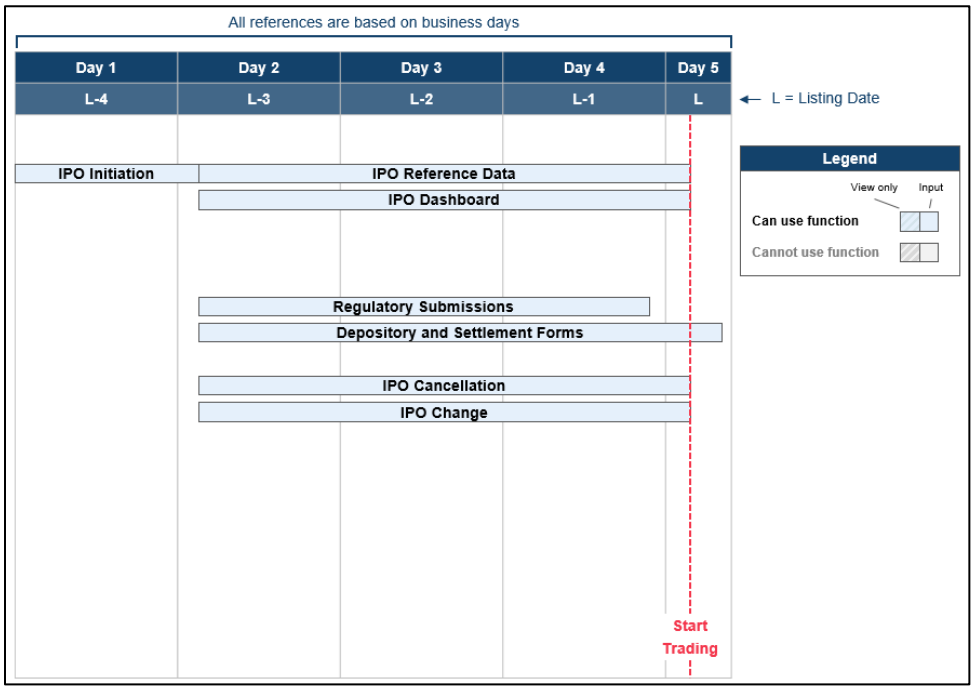


A "By Introduction" case does not involve the sale or issuance of any securities. The Designated Sponsor is required to submit the required legal undertakings and share depositary information to complete the settlement procedures.

#	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 an 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 IPO[4] 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	**Directors and Shareholders**	Add and submit names of directors and existing shareholders of the issuer.	Accessible from **"Pending"** onwards to view information in Directors and Shareholders form.
4	**Allocation Adjustments**	N/A	Accessible from **"Deal Initiated"** onwards to view information in Allocation Adjustments after submission by the Designated Overall Coordinator.
5	**Final Offer Pricing**	N/A	Accessible from **"Deal Initiated"** onwards to view information in Final Offer Pricing after submission by the Designated Overall Coordinator.
6	**Control List**	N/A	N/A
7	**Placee List**	N/A	N/A

[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
8	**Allotment Results Announcement** • **ARA Form** • **ARA Document**	ARA Form is accessible from **"Deal Initiated"** onwards, and may only be submitted by the Designated Sponsor after the offer size and offer price is confirmed by the Designated Overall Coordinator. The ARA Document is initially available for submission after the ARA Form has been submitted by the Designated Sponsor.	Same as input permissions.
9	**Regulatory Submissions** • **Marketing and Independence Statements** • **Sponsor's Declaration** • **Transaction Levy Form**	Submission of the Sponsor's Declaration and Transactions Levy Form from "**Placing Approved**" onwards.	For own submissions, same as input permissions. Sponsors may view the Marketing and Independence Statements submitted by Overall Coordinators and Distributors.
10	**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 "Commencement of Trading [15:45]" for submission, onwards up to 30 calendar days.	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	**Directors and Shareholders**	N/A	Accessible from **"Pending"** onwards to view information in Directors and Shareholders form.
4	**Allocation Adjustments**	N/A	Accessible from **"Deal Initiated"** onwards to view information in Allocation Adjustments after submission by the Designated Overall Coordinator.
5	**Final Offer Pricing**	N/A	N/A

#	FINI function	Input permissions	Viewing permissions
6	Control List	N/A	N/A
7	Placee List	N/A	N/A
8	Allotment Results Announcement • **ARA Form** • **ARA Document**	N/A	ARA Form is accessible **"Deal Initiated"** onwards, and may only be submitted after the offer size and offer price is confirmed by the Designated Overall Coordinator. The ARA Document is initially available for submission after the ARA Form has been submitted by the Designated Sponsor.
9	Regulatory Submissions • **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**).	For own submissions, same as input permissions. Sponsors may view the Marketing and Independence Statements submitted by Overall Coordinators and Distributors.
10	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.

Legal Adviser (for Sponsor) Access Permissions:

#	FINI function	Input permissions	Viewing permissions
1	IPO Initiation	N/A	N/A
2	IPO Reference Data	If delegated by the Designated Sponsor, input IPO Reference Data from "**Deal Initiated**" onwards **but cannot submit**. 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**.	Accessible from **"Deal Initiated"** onwards to view the IPO case's reference data.
3	Directors and Shareholders	Add and submit names of directors and existing shareholders of the issuer.	Accessible from **"Pending"** onwards to view information in Directors and Shareholders form.

#	FINI function	Input permissions	Viewing permissions
		Only the Designated Sponsor may submit the Directors and Shareholders form.	
4	**Allocation Adjustments**	N/A	Accessible from **"Deal Initiated"** onwards to view information in Allocation Adjustments after submission by the Designated Overall Coordinator.
5	**Final Offer Pricing**	N/A	Accessible from **"Deal Initiated"** onwards to view information in Allocation Adjustments after submission by the Designated Overall Coordinator.
6	**Control List**	N/A	N/A
7	**Placee List**	N/A	N/A
8	**Allotment Results Announcement** • **ARA Form** • **ARA Document**	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**. The ARA Document is initially available for submission after the ARA Form has been submitted by the Designated Sponsor. **Only the Designated Sponsor may submit the ARA Form and ARA Document for regulatory review.**	Same as input permissions.
8	**Regulatory Submissions** • **Marketing and Independence Statements** • **Sponsor's Declaration** • **Transaction Levy Form**	N/A	Accessible from **"Placing Approved"** onwards for applicable submissions to be made by each respective user. Legal Advisers (for Sponsors) may view the Marketing and Independence Statements submitted by all Overall Coordinators and Distributors.
9	**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**".

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	Directors and Shareholders	N/A	N/A
4	Allocation Adjustments	Accessible from **"Deal Initiated"** onwards.	Same as input permissions.
5	Final Offer Pricing	Accessible from **"Deal Initiated"** onwards.	Same as input permissions.
6	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.
7	Placee List	Input, **but not submit**, own placee list information from **"Deal Initiated"** onwards. Submission of own placee list only permitted after 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".
8	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.
9	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	Directors and Shareholders	N/A	N/A
4	Allocation Adjustments	N/A Only the Designated Overall Coordinator may submit the Allocation Adjustments.	Accessible from **"Deal Initiated"** onwards
5	Final Offer Pricing	N/A Only the Designated Overall Coordinator may submit the Allocation Adjustments.	Accessible from **"Deal Initiated"** onwards.
6	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.
7	Placee List	Input, **but cannot submit**, own placee list information from **"Deal Initiated"** onwards. Submission of own placee list is only permitted after 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".
8	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.

#	FINI function	Input permissions	Viewing permissions
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	Directors and Shareholders	N/A	N/A
4	Allocation Adjustments	N/A	N/A
5	Final Offer Pricing	N/A	N/A
6	Control List	Accessible after the Overall Coordinator/Distributor has allocated the placing shares to the Distributor. Sub-place to Overall Coordinators/Distributors.	Same as input permissions.
7	Placee List	Input, **but cannot submit**, placee list information from **"Deal Initiated"** onwards Submission of placee lists only permitted after 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.
8	Allotment Results Announcement	N/A	N/A
9	Regulatory Submissions • **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

#	User function	Input permissions	Viewing permissions
10	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	Directors and Shareholders	N/A	N/A
4	Allocation Adjustments	N/A	N/A
5	Final Offer Pricing	N/A	N/A
6	Control List	N/A	N/A
7	Placee List	N/A	N/A
8	Allotment Results Announcement	N/A	ARA Document is viewable only after it has been finalised.
9	Regulatory Submissions • Issuer's Declaration	Commence inputting information in the Issuer's Declaration from "**Placing Approved**" onwards	Same as input permissions
10	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 "**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**	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 ⚠ As further explained in the **Allocation Adjustments** section, the Designated Overall Coordinator may amend the Institutional Offer demand and the number of shares over-allocated, after initial submission of the Allocation Adjustments. However, such amendments must be made prior to the final offer pricing and placee list submission deadlines, respectively. ⚠ For offering types that are "By Placing Only", the deadline will be the same as the placee list submission deadline.	**Designated Overall Coordinator**	**At 00:00, T / L-2** **⚠ At 12:00, T / L-2** **⚠ At 10:00, T+1 / L-1**
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**	The submission of the finalised allotment results announcement ⚠ 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.	**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

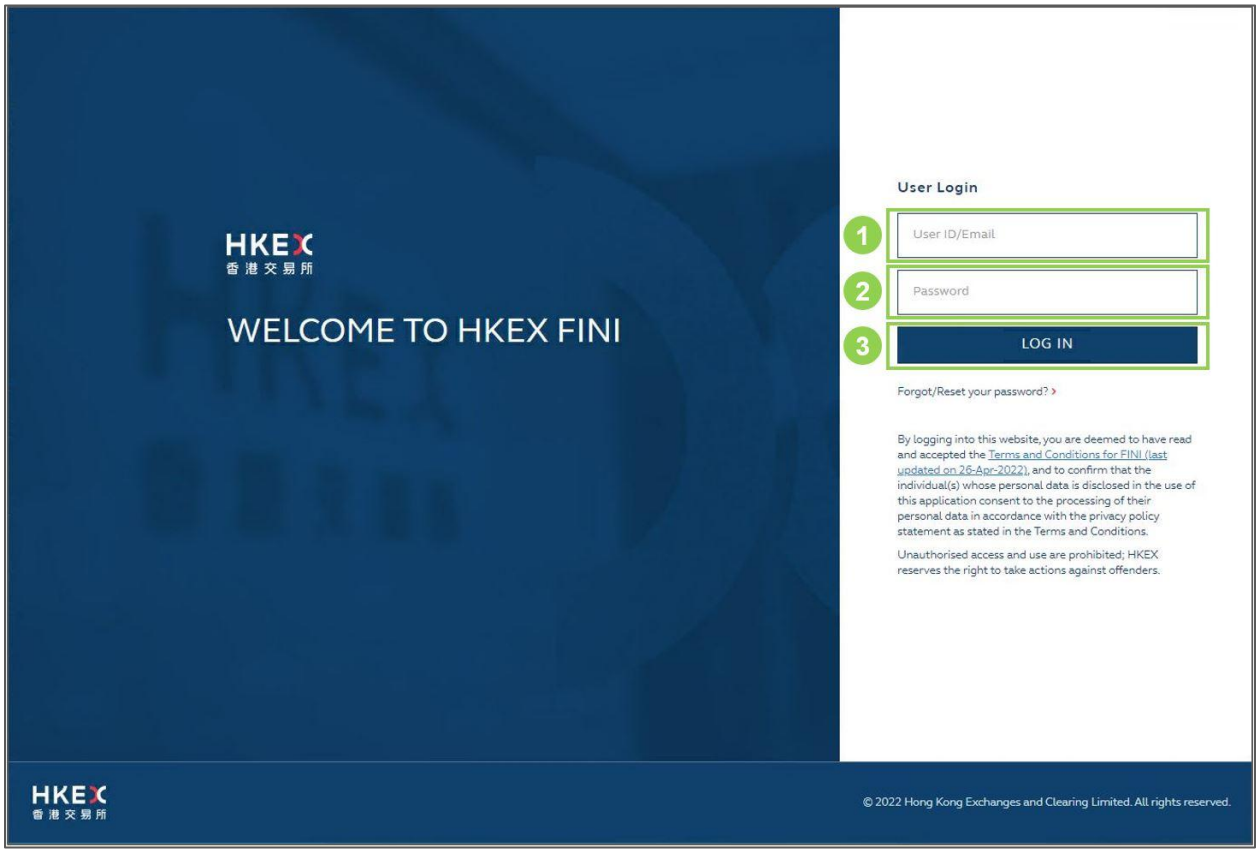
Login

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.

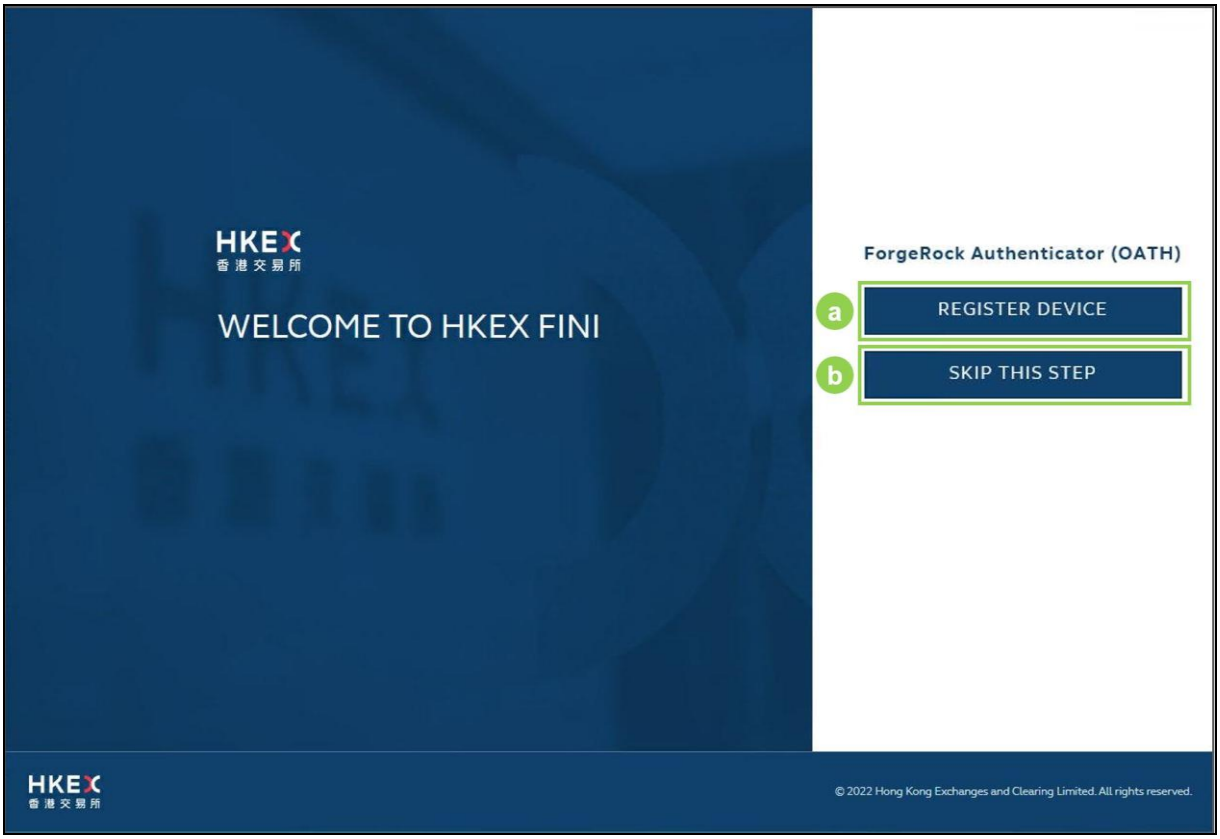


3. Select the One-Time Password (OTP) authentication method of choice:

   ⚠ 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.**)

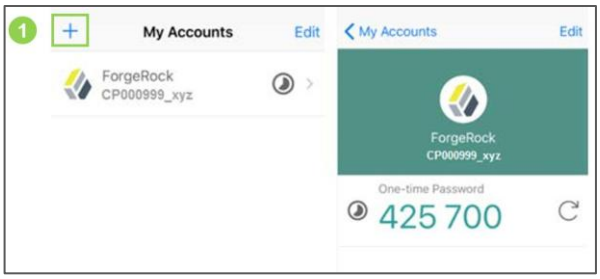


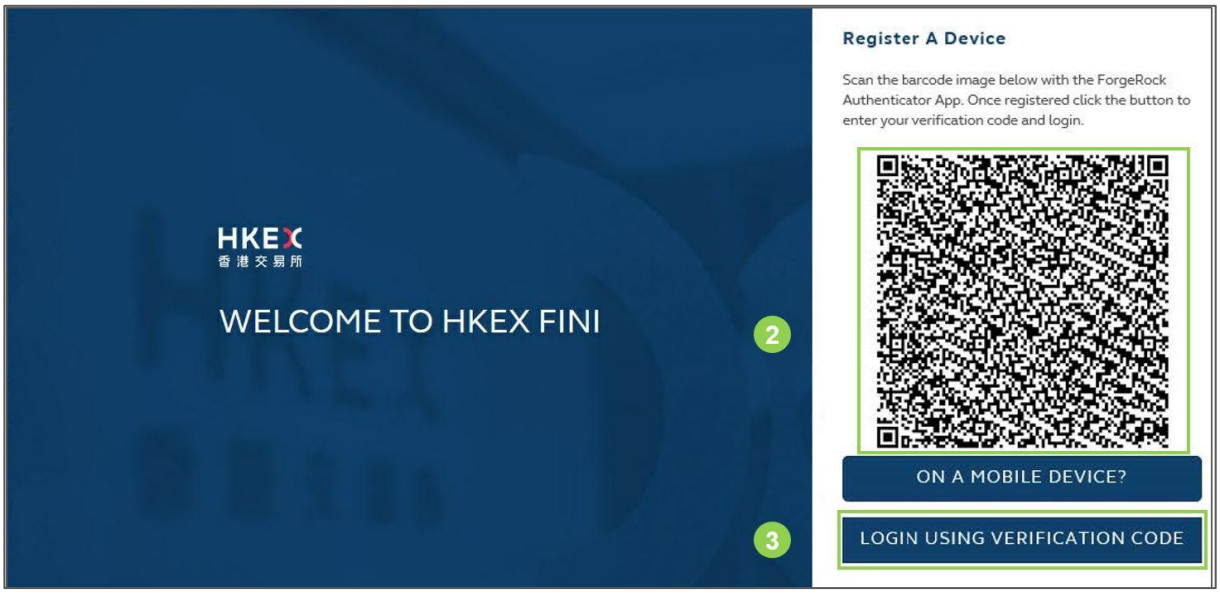
4. If **REGISTER DEVICE** is chosen (see **Step 3.**): open **ForgeRock Authenticator** > Select 1 **+** > Scan 2 **QR Code** on mobile phone > Select 3 **LOGIN USING VERIFICATION CODE** > Input 4 **OTP** (from ForgeRock Authenticator) > Press 5 **SUBMIT OTP**

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

Google Play (Android devices)

App Store (iOS devices)

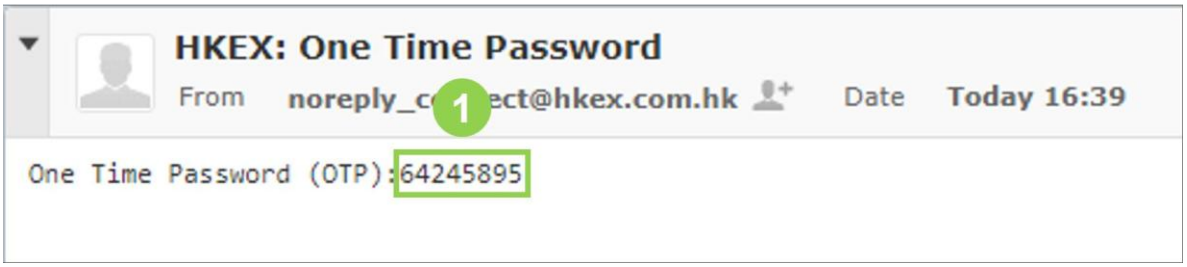


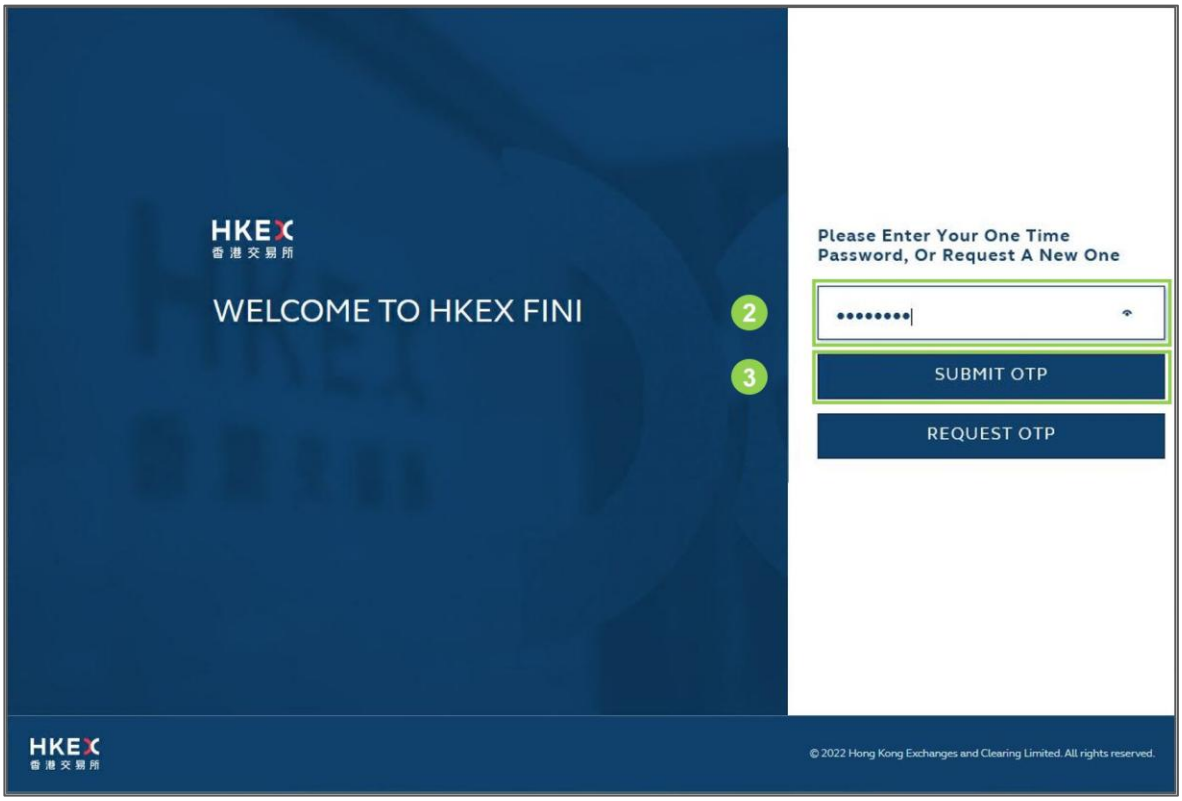




5. If **SKIP THIS STEP** is chosen (see **Step 3**): Retrieve 1 **OTP** from email > Input 2 **OTP** > Press 3 **SUBMIT OTP**

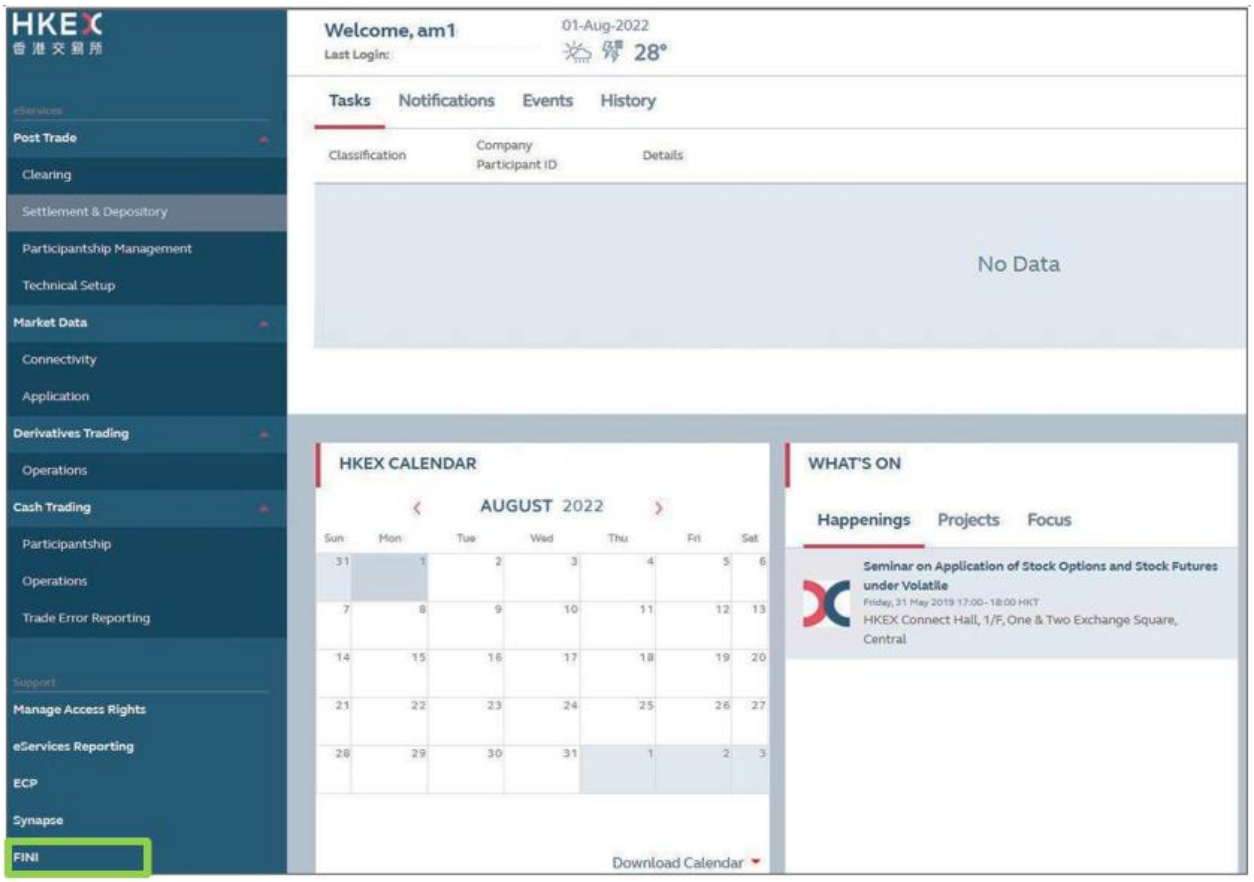
⚠ The OTP will be sent to the email address registered under the User ID.





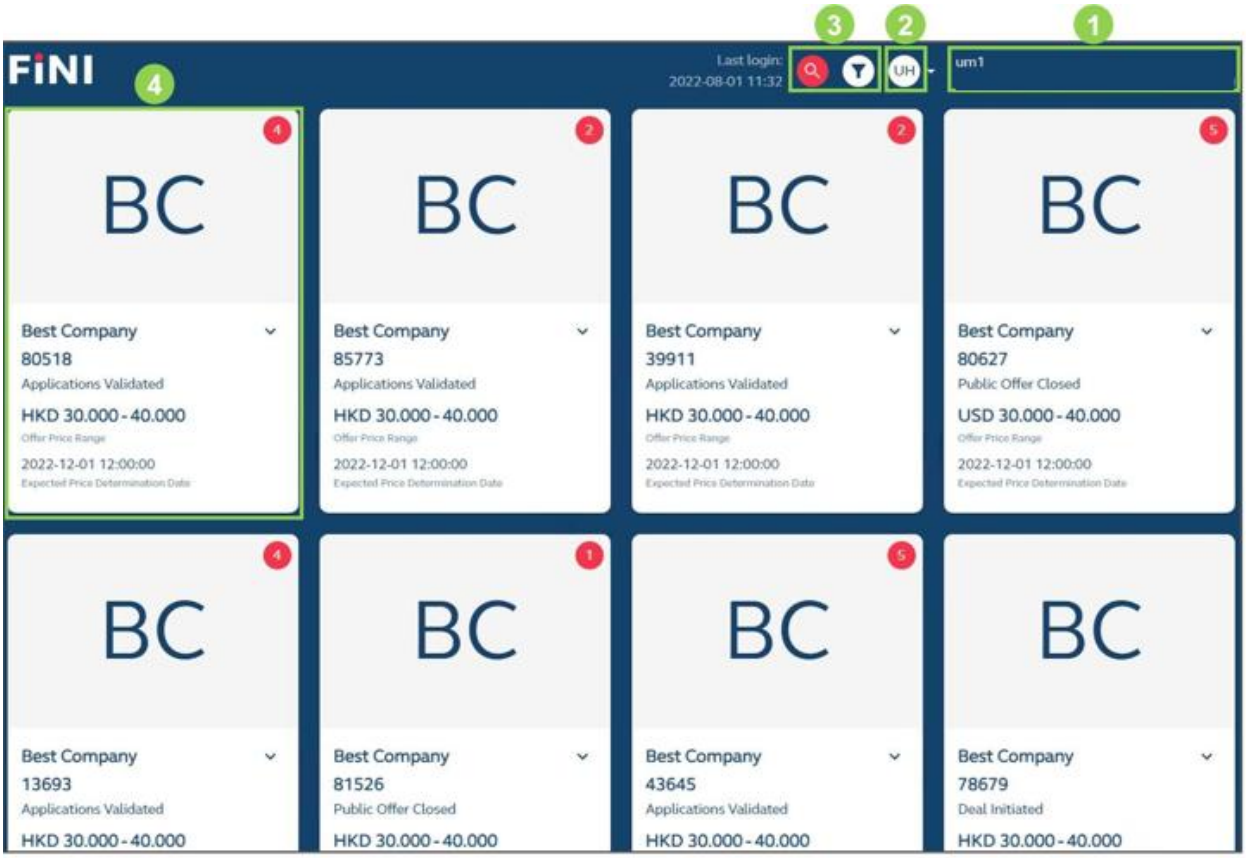
⚠ The FINI platform is also accessible from the homepage of HKEX Access Management Platform (https://connect.hkex.com.hk/). The button can be found at the bottom of the menu dashboard.

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



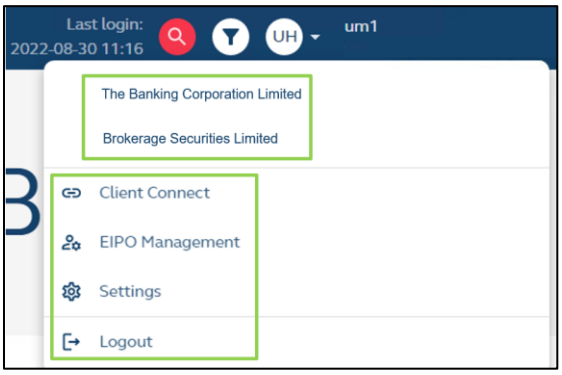
Homepage

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 Summary, 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:

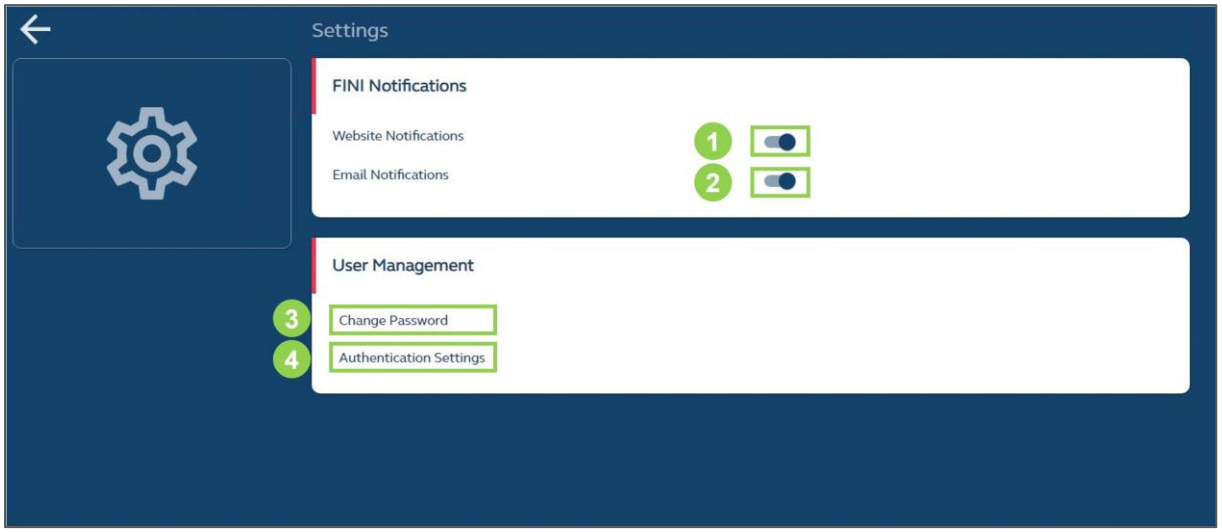
a. **Search:** Company Name (English Full) **[Default]**, Company Name (English Short), Company Name (Chinese Full), Company Name (Chinese Short), Stock Code, or ISIN

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.

Menus – 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 – IPO Summary

The IPO Summary Dashboard provides a summary table containing all IPOs (including both active and cancelled IPO cases) with key dates and essential IPO information will be provided.



1 **"Active" and "Cancelled" Tab**: Navigates between the "Active" and "Cancelled" tab to display the list of key IPO information of IPOs under "Active" and "Cancelled" ledger respectively.

2 **Data Report**: Downloads the IPO Summary List, which is a .CSV file containing the list of key IPO information of IPOs.

3 **IPO Summary Table**: Displays a table containing all in-flight IPOs with key dates and essential IPO information.

IPO Summary List Data Fields

"Active" Tab

Field	Format	Length	Description
Stock Code	String	10	The IPO's stock code.
ISIN	String	12	The IPO's ISIN.
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.
IPO Status	String	40	The IPO's latest active status.
Offering Type	String	40	The IPO's offering type.
Stock Price	Decimal	12,3	The IPO's offer price.
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.
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.
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.
Allotment Announcement / Share Posting / Certificate Dispatch Date	String	10	The expected date for broadcasting the public offer allotment results of the IPO, in YYYY-MM-DD format.
Commencement of Trading Date	String	19	The expected time and date at which the IPO commences trading, in YYYY-MM-DD HH:MM format.

“Cancelled” Tab

Field	Format	Length	Description
Stock Code	String	10	The IPO’s stock code.
ISIN	String	12	The IPO’s ISIN.
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.
Offering Type	String	40	The IPO’s offering type.
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.
Cancellation Date	String	19	The IPO cancellation date, in YYYY-MM-DD format.
Refund Date	String	19	The date for refunding the IPO proceeds, in YYYY-MM-DD format.

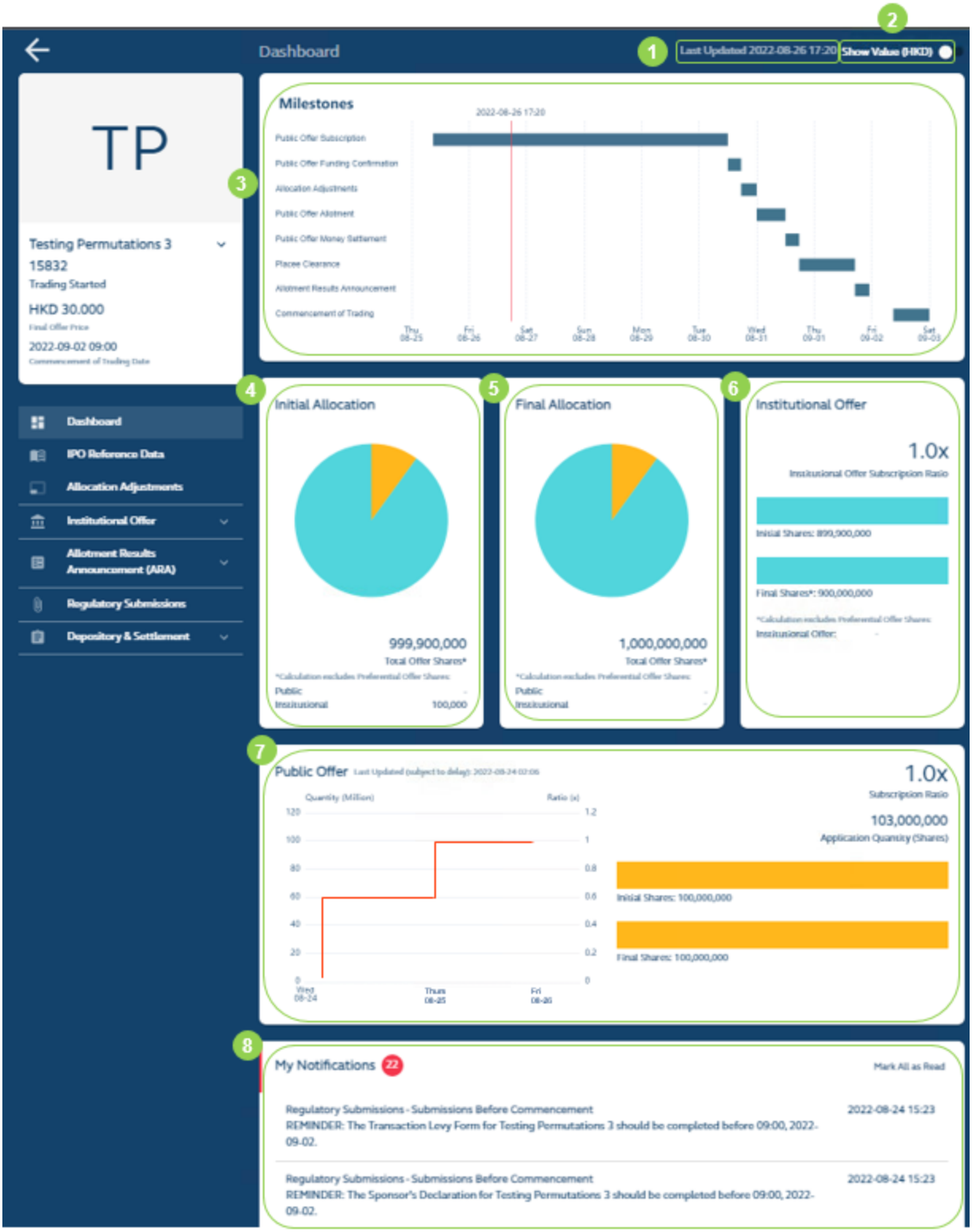
Menus – Dashboard

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.

❷ **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).

❸ **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.

❹ **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).

❺ **Final Allocation:** The final allocation of securities between the Public Offer and Institutional Offer (including any preferential offer).

❻ **International Offer Subscription Level:** A bar chart summarising initial and final number of securities in the international offer.

❼ **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 ❷).

❽ **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

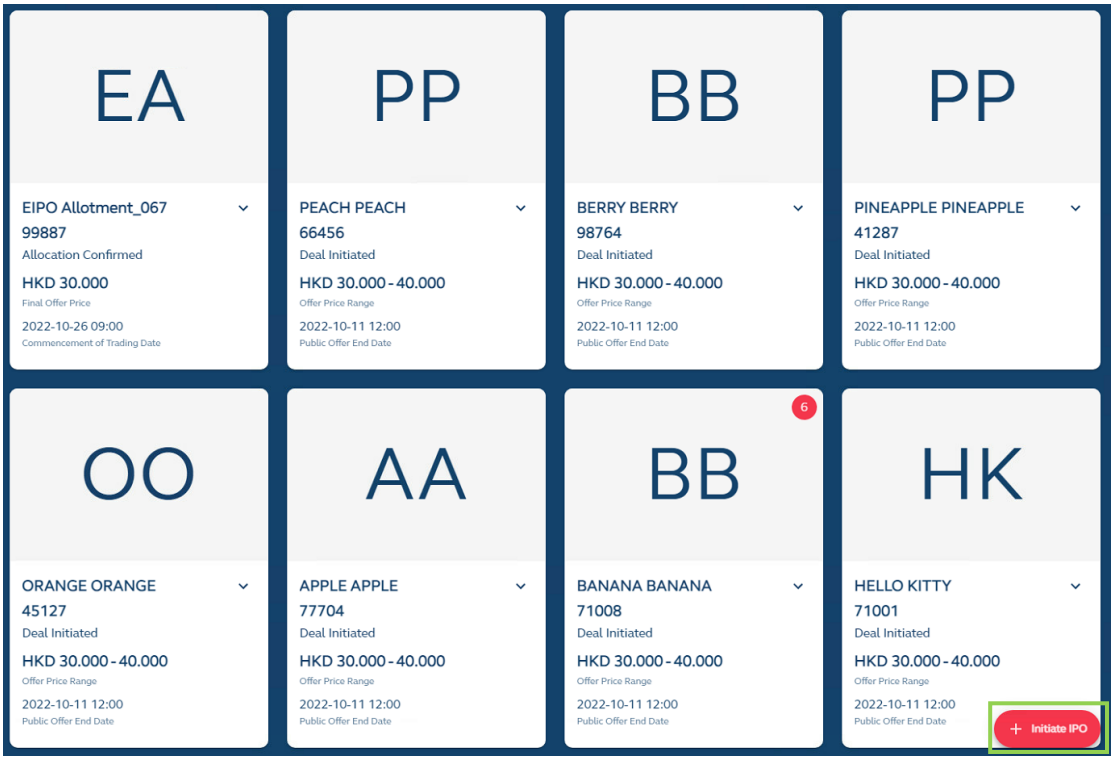
The following is an illustration of the different workflows (from IPO Initiation to Regulatory Submissions) relevant to Sponsors, Legal Advisers and Intermediaries within a sample IPO, *Sample New Listing*.

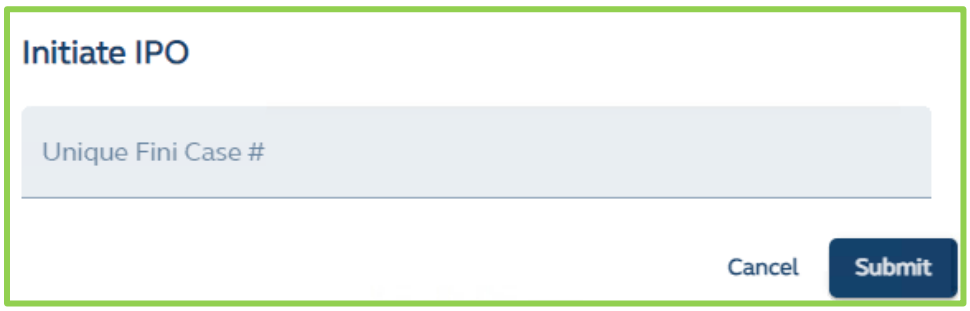
IPO Initiation

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:





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

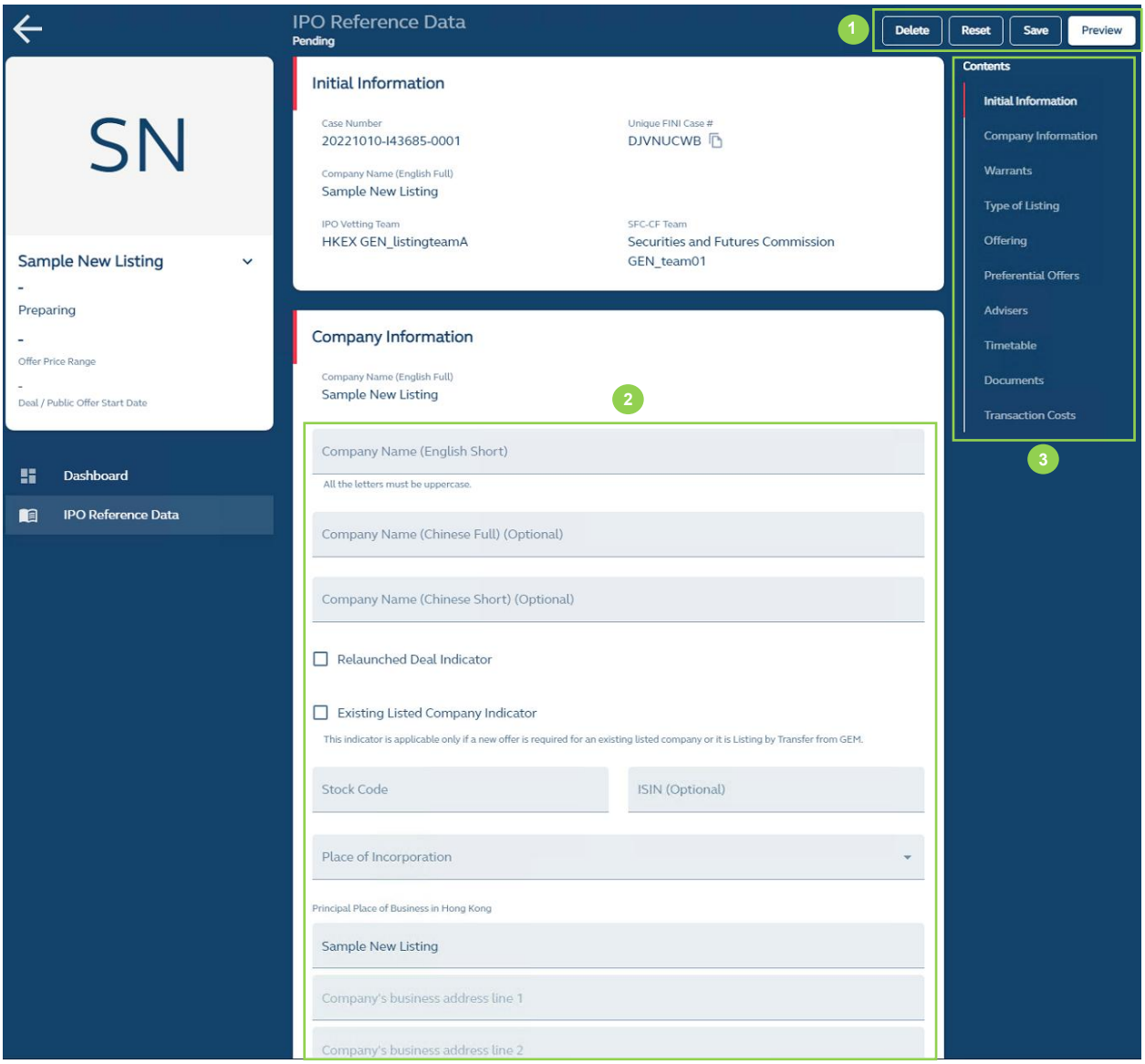
The Designated Sponsor may delegate the IPO Initiation and subsequent IPO Reference Data function to the Legal Adviser (for Sponsor). The Legal Adviser (for Sponsor) would simply follow the same steps above to initiate the IPO.

⚠ The Legal Adviser (for Sponsor) may complete the IPO Reference Data e-form. The Designated Sponsor is responsible for submitting the e-form for HKSCC clearance.

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



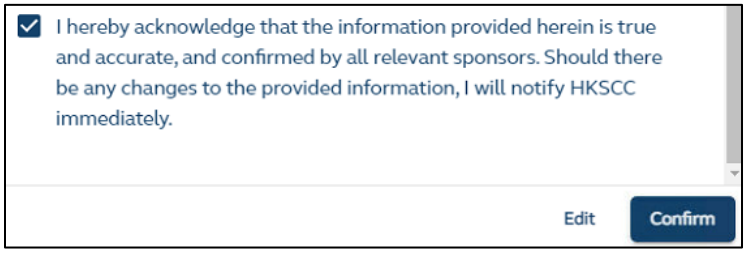
1 **Delete:** Deletes the IPO case.

⚠ 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 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:



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

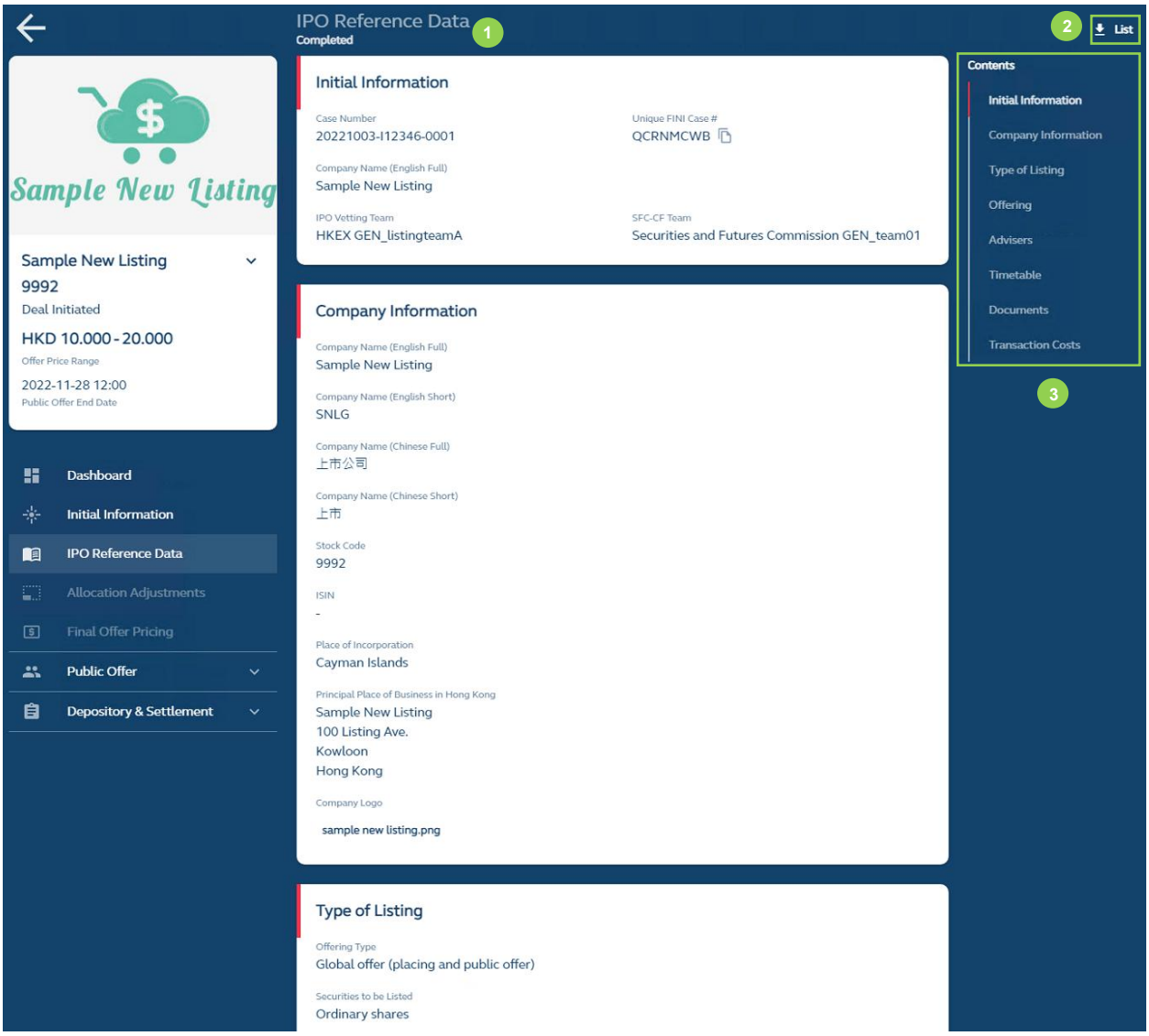
For the complete list of IPO Reference Data fields and their descriptions, please refer to IPO Reference Data Fields.

⚠ 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.



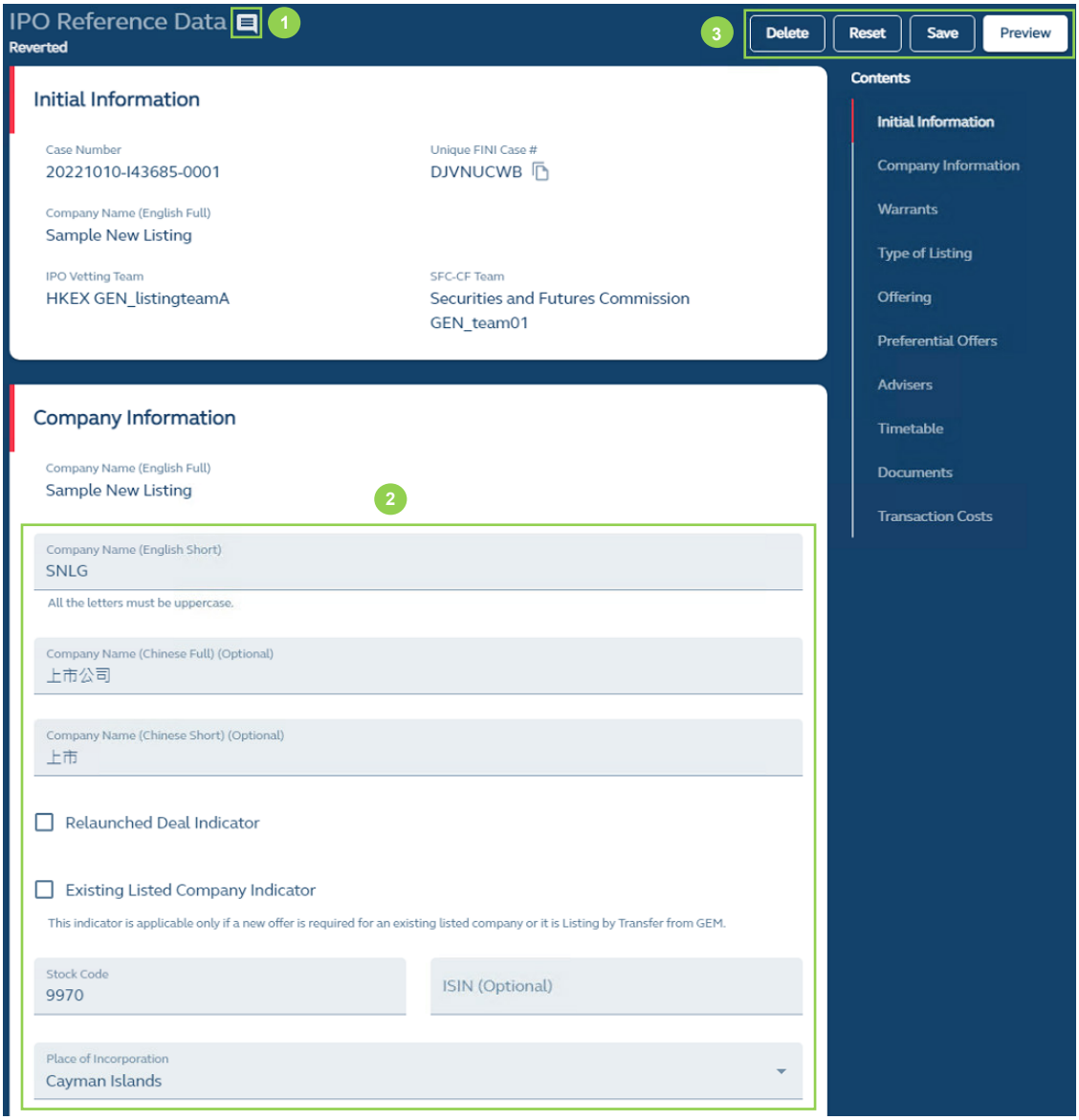
1 **Reference Data:** The IPO case's latest reference data (see above for list of available data fields).

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.

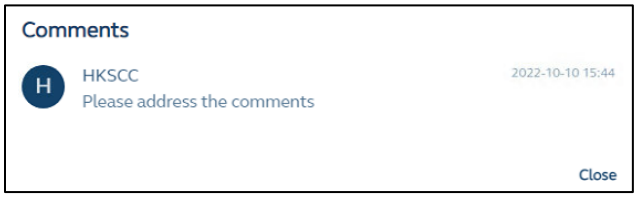
⚠ For Sponsors and Legal Advisers (for Sponsors), they will download the Full IPO Reference Data Report.

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

Comments by HKSCC:



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:



⚠ 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.

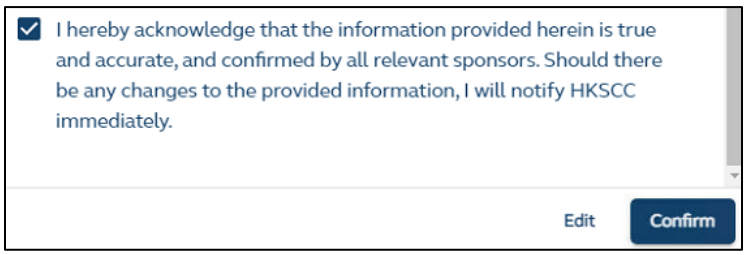
⚠ Both Traditional and Simplified Chinese character inputs are accepted by FINI.

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:



⚠ 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.

Severe weather conditions

As disclosed in FAQ D4 of the FINI Information Pack, if severe weather conditions occur during the last day of the public offer period, there will be a delay to the listing timetable. The steps to amend the listing timetable are set out under IPO Change.

In extreme circumstances where time constraints or unforeseen events make it impractical to follow the standard procedure, the responsible IPO Vetting team may be required to amend the listing timetable on behalf of the Designated Sponsor. The Designated Sponsor is deemed to have provided prior consent to such amendments to ensure the smooth operation of FINI.

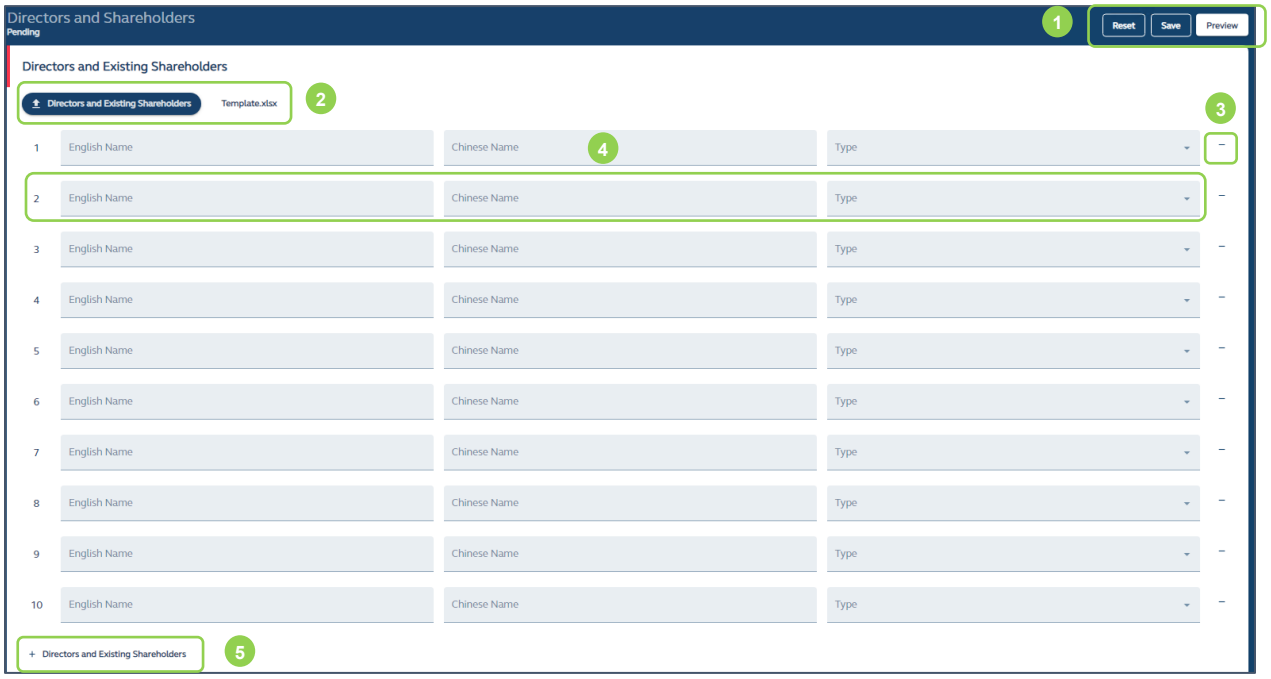
Directors and Shareholders

The Directors and Shareholders form is for entering the identities of the issuer's directors and existing shareholders that will be used by FINI to flag directors and existing shareholders who have subscribed for placing shares.

⚠ Submission of this form is only required for "Global Offer (Placing and Public Offer)" and "By Placing Only" offering types.

Overview

After the IPO Reference Data has been cleared by HKSCC, the Designated Sponsor or Legal Counsel (for Sponsor), where delegated, may input the information in the Directors and Shareholders form for submission by the Designated Sponsor.



1 **Reset:** Resets and restores the form 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 **10:00, T+1**.



2 **Directors and Existing Shareholders template**: Download the template to input all information under this form and upload the completed template to populate information in this workflow.

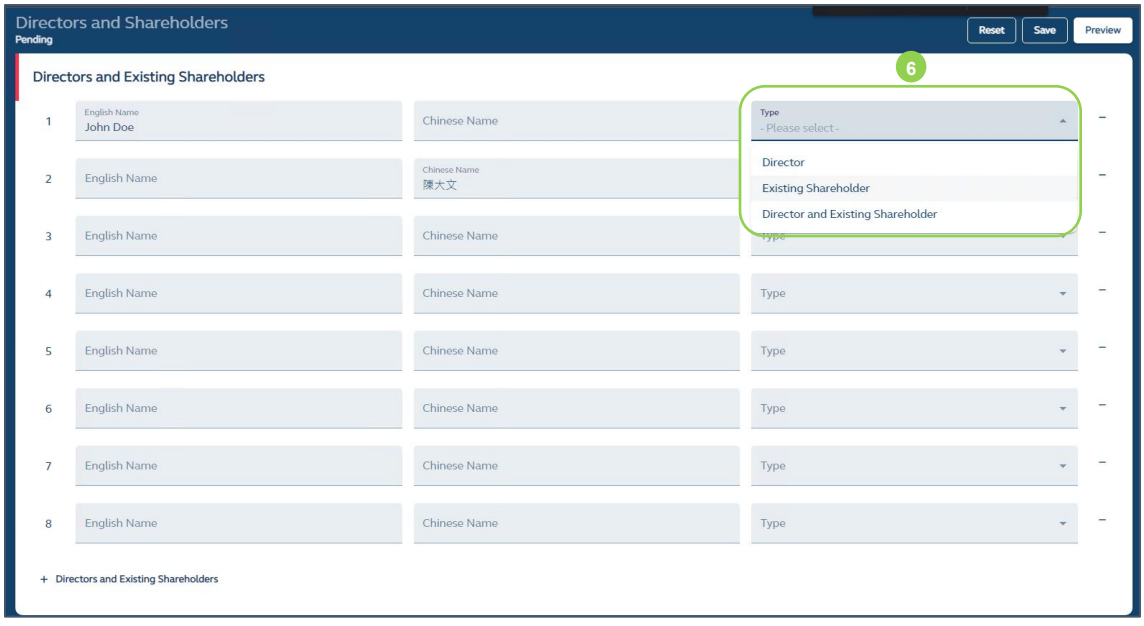
3 **Delete:** Deletes the row.

4 **Input Fields:** Names of the directors and/or existing shareholders (refer to Directors and Shareholders Fields for list of available data fields).

⚠ The names of the directors and existing shareholders entered must be identical to the names disclosed in the issuer's prospectus.

5 **+ Directors and Existing Shareholders:** Add additional rows.

6 **Dropdown menu:** Selection must be made from the dropdown menu.



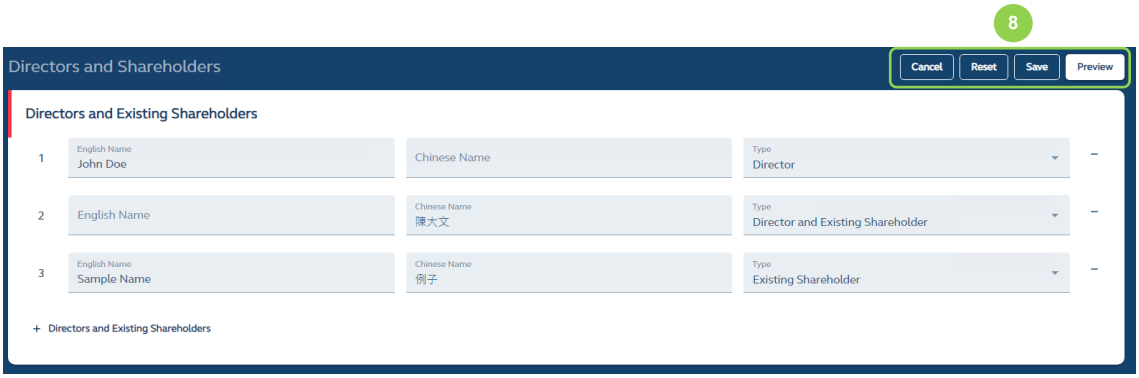
Edits After Submission

After submission of the Directors and Shareholders form, the Designated Sponsor or Legal Counsel (for Sponsor), where delegated, may edit the information in the Directors and Shareholders form.

⚠ The Final submission of the Directors and Shareholders form must be made **before** the placee list submission deadline of **10:00 on T+1 / L-1**.



7 **Edit:** Allows the Designated Sponsor or Legal Counsel (for Sponsor), where delegated to amend the inputs of the Directors and Shareholders form:



8 **Cancel:** Cancels the edit, leaves the editing page, and be directed back to the submitted form.

Reset: Resets and restores all editable fields to their submitted values, and remain 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.

⚠ The purpose of inputting the names of directors and existing shareholders is to allow FINI to flag such names in the placee lists:

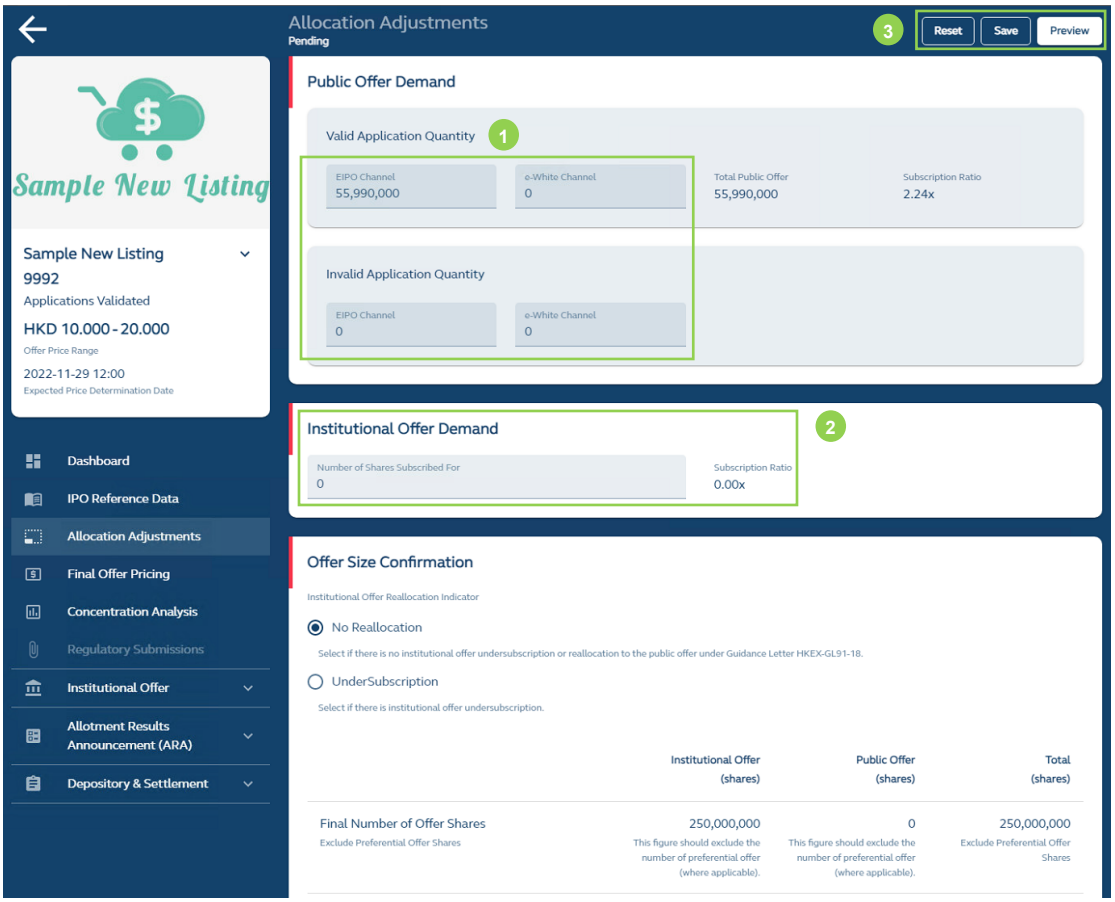

Reverted
Submitted
Finalised
Make Comment
Revert
Finalise All
List
Full N...
Search by Full Name (English) / Full C...
Last Modified
Broker
ID Number
Full Name (English) / Full Company Name (English)
Full Name (Chinese) / Full Company Name (Chinese)
No. of Shares Allotted
Last Commented
2024-11-29 13:10
Goldman Sachs (Asia) Securities Limited (PLA_SYN_team99)
4524524t
Random Clinic
香港還向國際創科中心
5,000,000
2024-11-29 13:09
ID Type
Certificate of incorporation
ID Country / Jurisdiction
AIA
ID Number
4524524t
Full Company Name (English)
Random Clinic
Random Clinic has been identified as duplicate with the Directors or/and Existing Shareholders.
Full Company Name (Chinese)
香港還向國際創科中心
香港還向國際創科中心 has been identified as duplicate with the Directors or/and Existing Shareholders.
Business Address
1
2
3
Country Code
1

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:



1 **Public Offer Fields:** Information on the offer size and any re-allocations of an IPO, including: any preferential offer subscriptions, public offer demand.

⚠ **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 correct information form this e-form matches the Public Offer Allotment File. Please note the IPO will be SUSPENDED if the Public Offer application quantities reported in Allocation Adjustments does not match with that stated in the Public Offer Allotment File submitted by the Share Registrar.

2 **Institutional Offer Demand:** To input the final demand under the Institutional Offer tranche. Amendments to this field after the submission deadline of **00:00 on T / L-2** is permitted, up until the submission deadline for final offer pricing of **noon on T / L-2**.

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

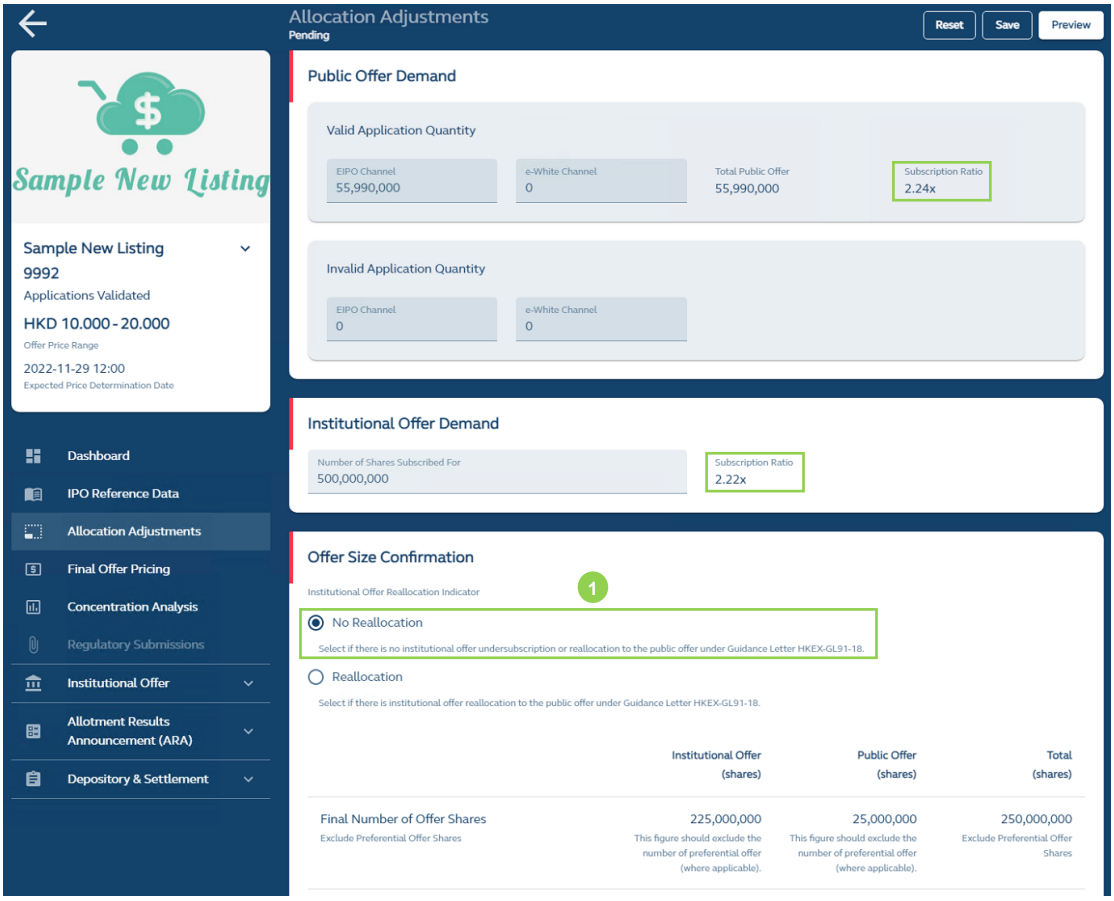
Save: Saves the draft (user may return to work on the draft e-form at a later time).

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.

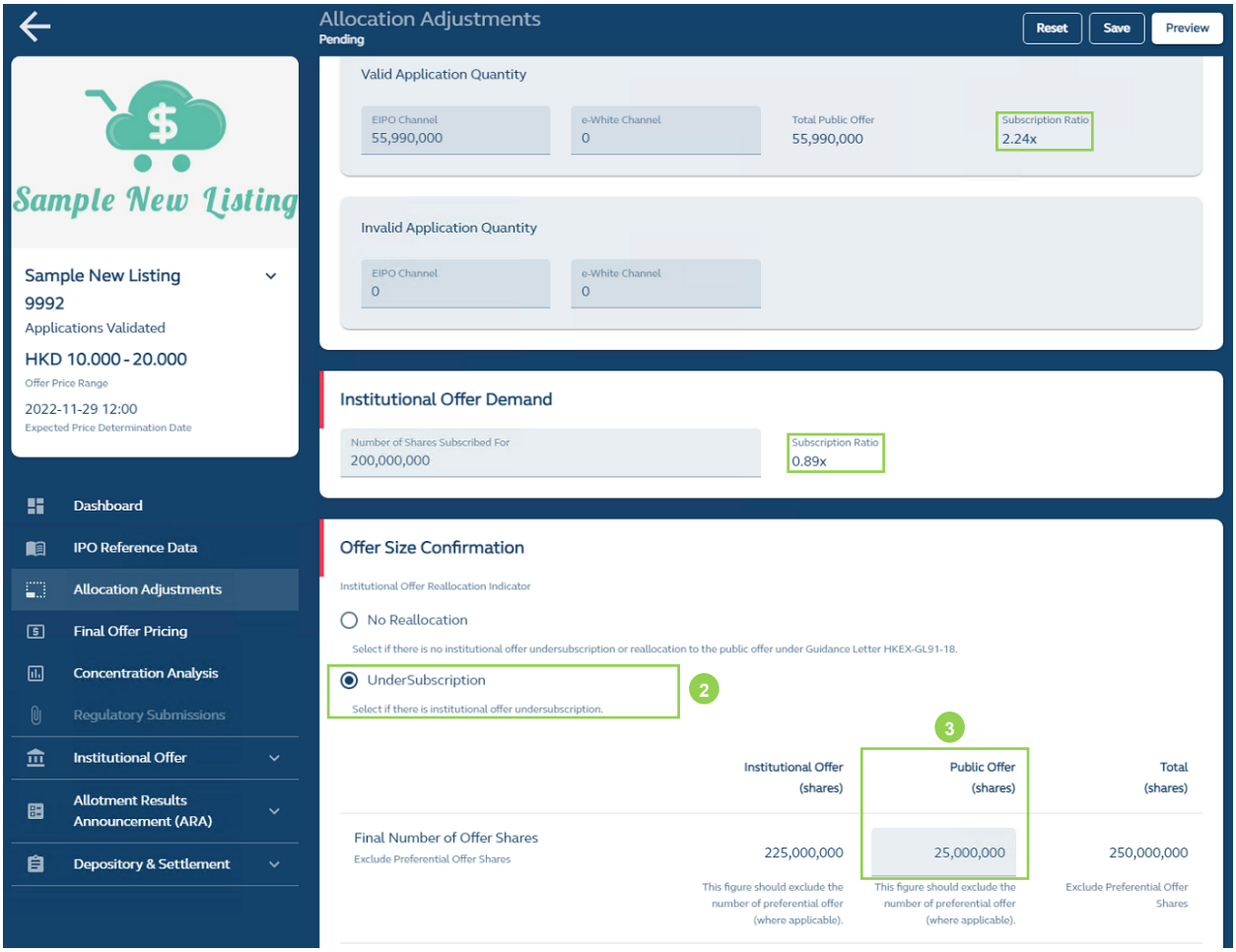


1 **International Offer Reallocation Indicator:** Depending on the subscription levels of the public and international offer tranche (automatically calculated by FINI), the options available under the international offer reallocation indicator will change:

Field name	Input method	Length	Notes
International Offer Reallocation Indicator	List (single selection)	N/A	Indication of the subscription level of the international offer and any discretionary reallocation of shares between the international offer and public offer tranche under Chapter 4.14 of the Guide for New Listing Applicants (the "**Guide**"), with the following choices in the specified order: (1) No Reallocation [Default Option] - *select if there is no reallocation to the public offer under Chapter 4.14 of the Guide* (2) Undersubscription (option only appears if there is an undersubscription in the international offer) - *select if there is international offer undersubscription* (3) Reallocation - *select if there is reallocation to the public offer pursuant to Chapter 4.14 of the Guide* ⚠ 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.

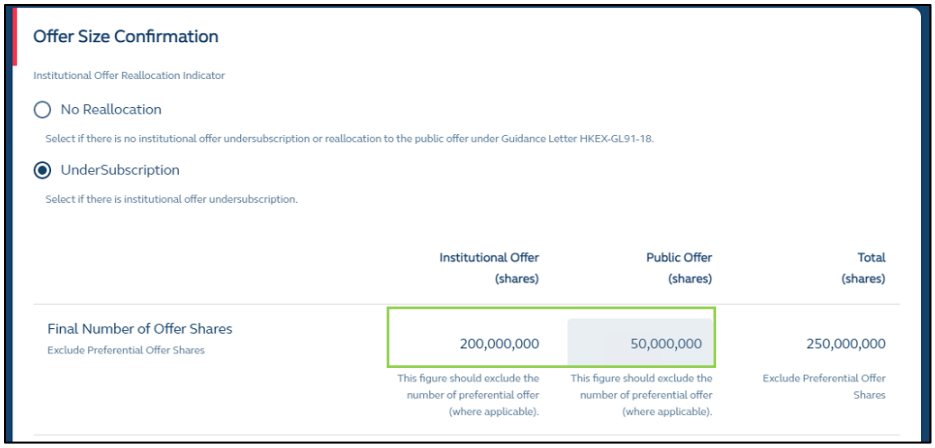
Field name	Input method	Length	Notes
			⚠ For offers under a single tranche (i.e. by placing only or by public offer only) the system default option “No Reallocation” is selected by FINI and cannot be changed.

Undersubscription in an international offer:



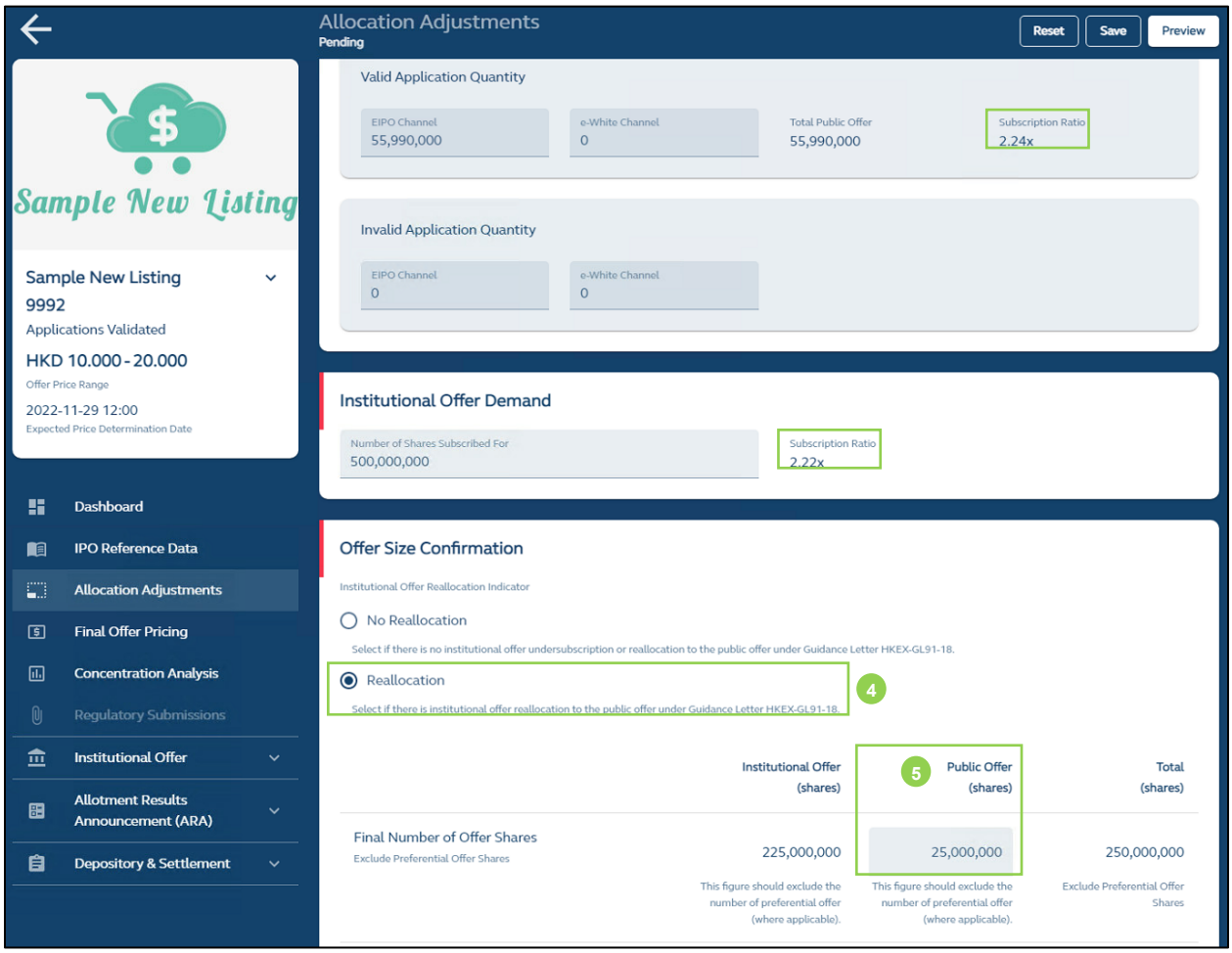
2 **Undersubscription:** Only available if there is international offer undersubscription.

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



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:



4 **Reallocation:** Reallocation from the international offer to the public offer pursuant to Chapter 4.14 of the Guide.

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

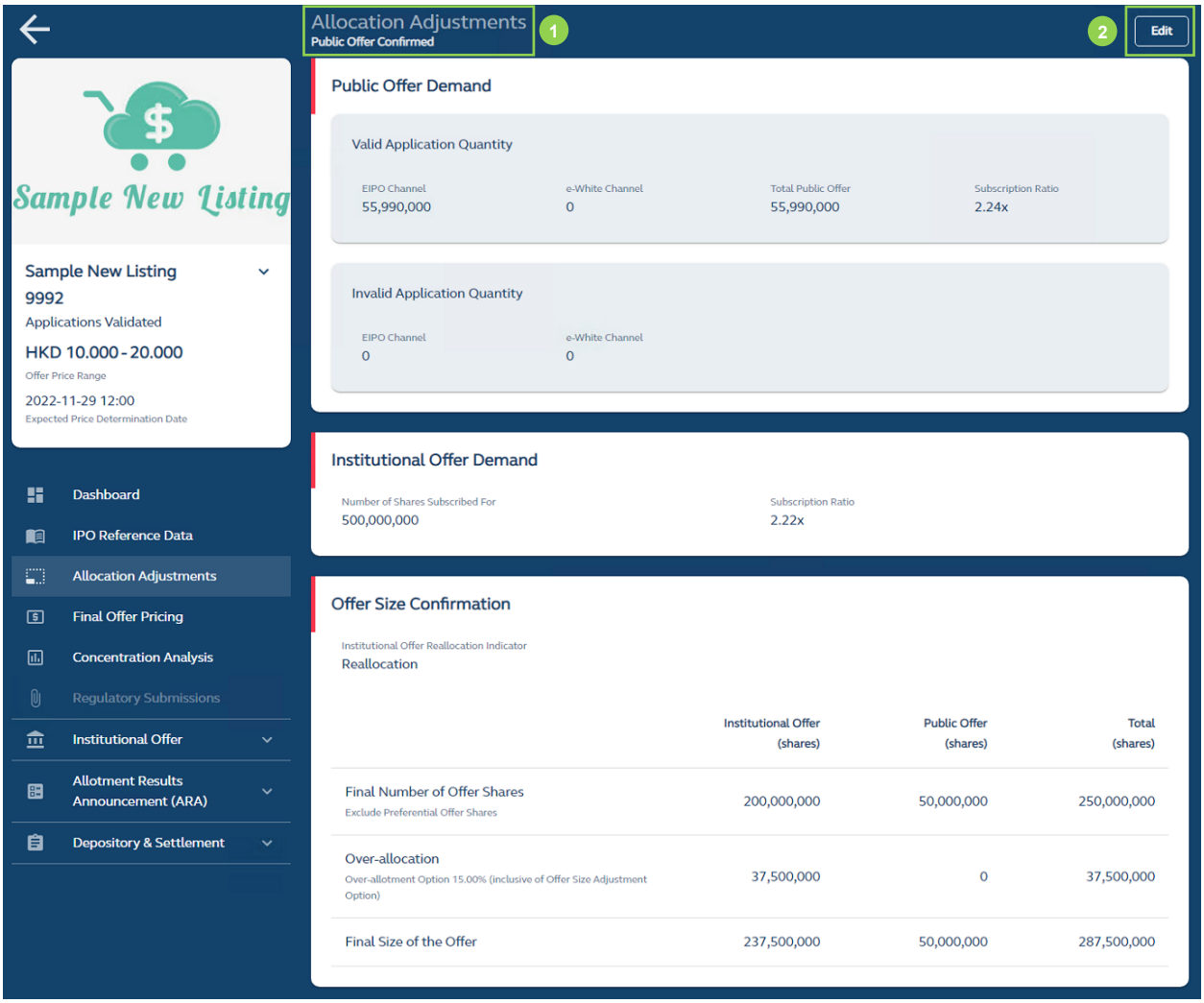


FINI automatically adjusts the number of international offer shares after the reallocation in the number of public offer shares is updated.

⚠ The maximum amount of re-allocation from the international offer to the public offer would be subject to the requirements of Chapter 4.14 of the Guide.

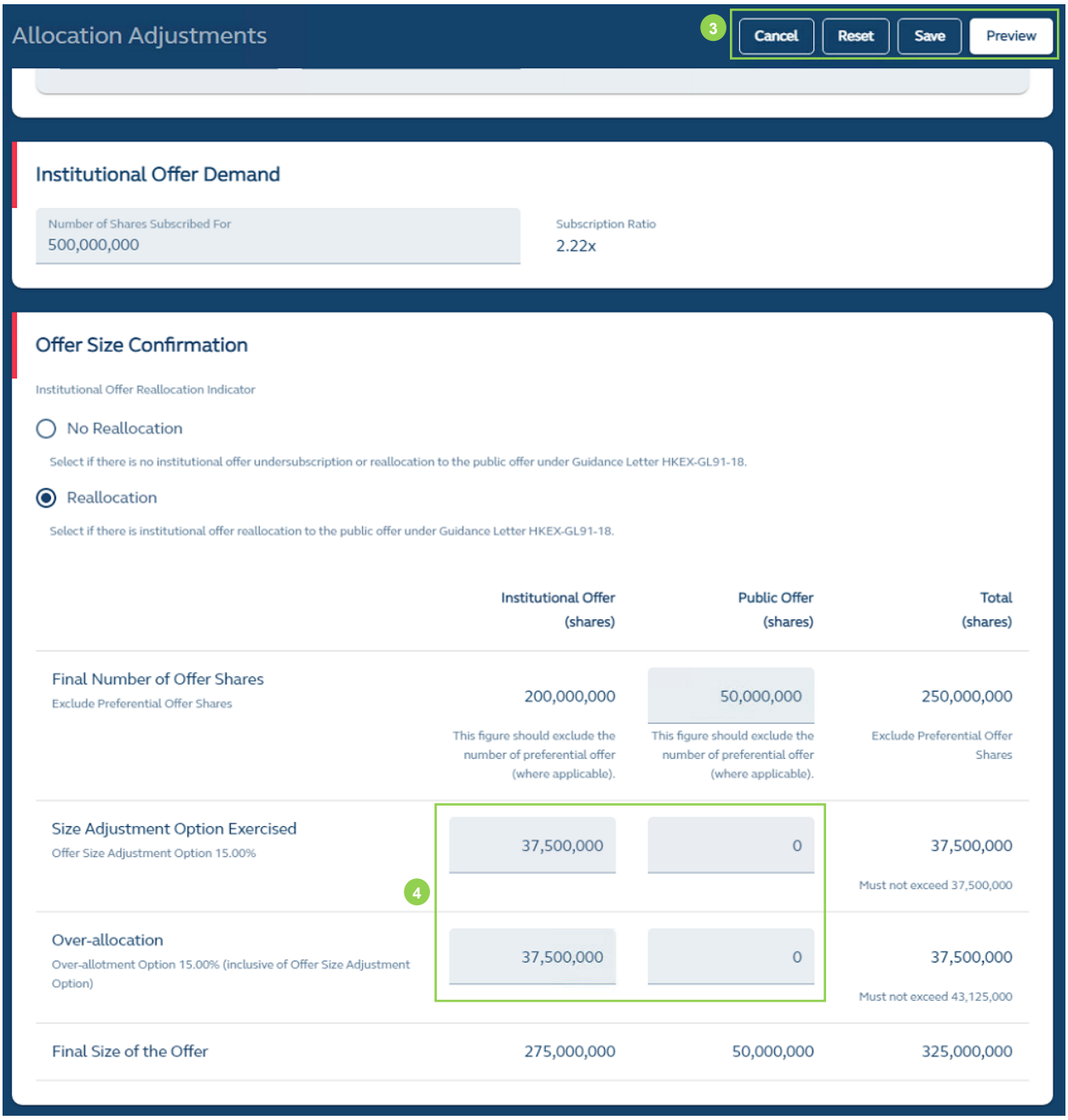
Edits After Submission

Amendments to the Allocation Adjustments may be made after the submission, where the **Designated Overall Coordinator** may edit the offer-size adjustment option and over-allocation fields under the International Offer section of this interface:



1 **Status:** At **noon 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:



3 **Cancel:** Cancels the edit, leaves the editing page, and be directed 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.

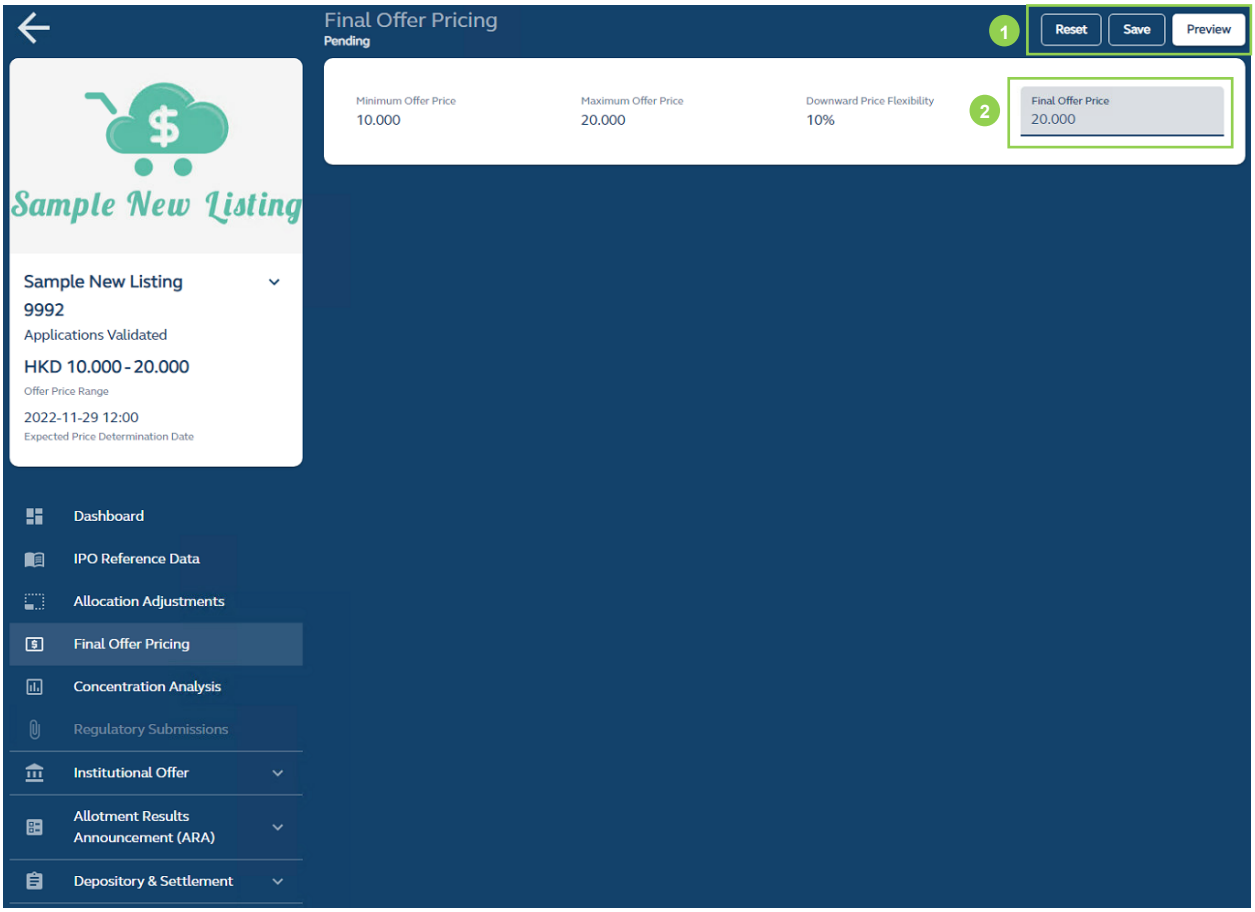
⚠ The Designated Overall Coordinator may make further adjustments to the size of the international offer (as set out above) **before** the placee list submission deadline of **10:00 on T+1 / L-1**.

Please note any changes made to the size of the international offer 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 over-allocation in the international offer after all placee lists have been submitted, 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 syndicates for any changes to the final 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.

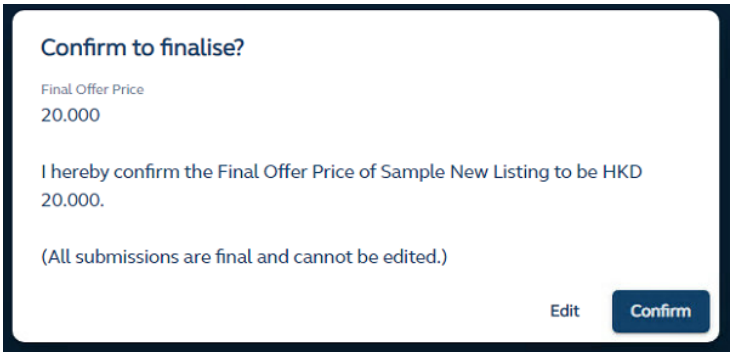
Overview



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**:



⚠ 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 Chapter 4.14 of the Guide. (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.

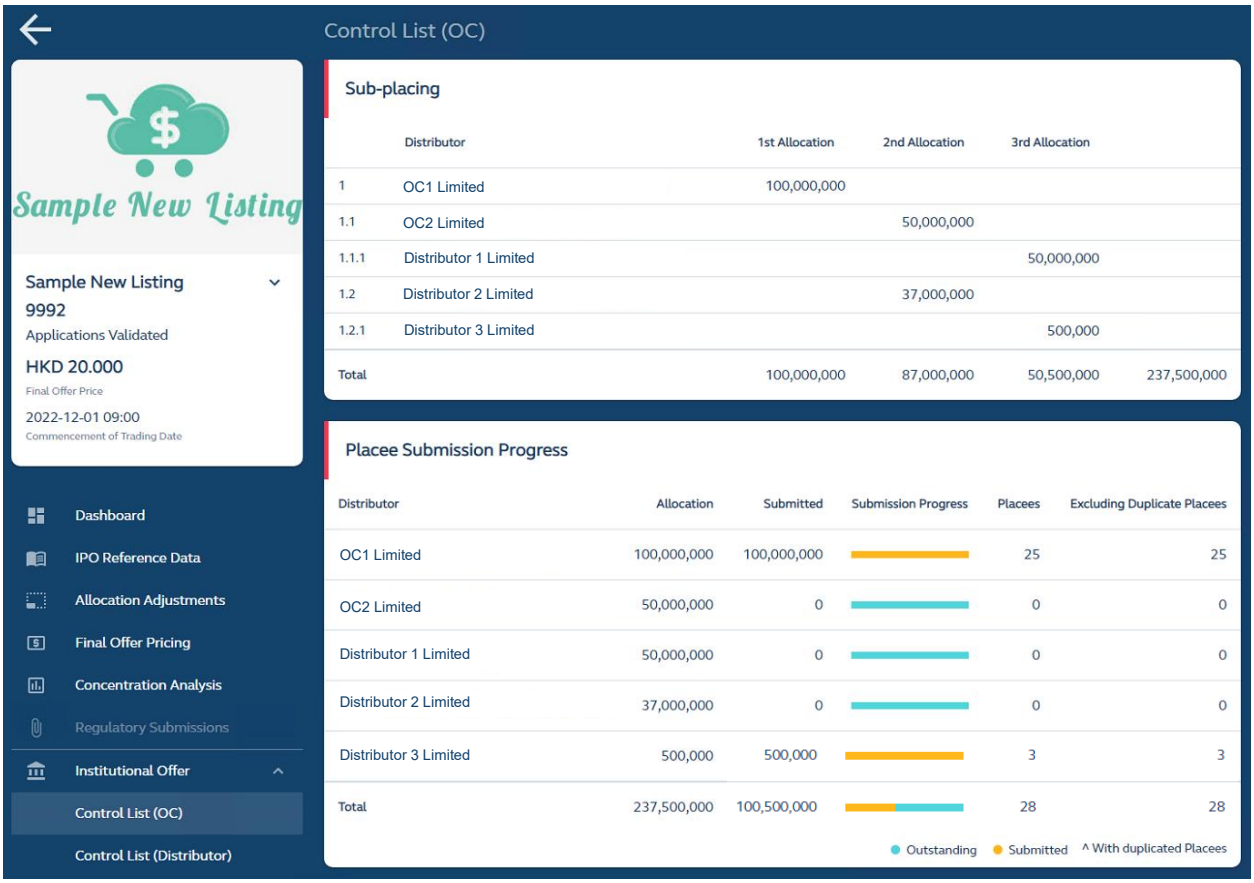
Any Intermediary that receives shares may either retain the shares or sub-allocate any portion of the shares to other Intermediaries participating in the IPO. This creates additional layers in the placing network.

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



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:



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).

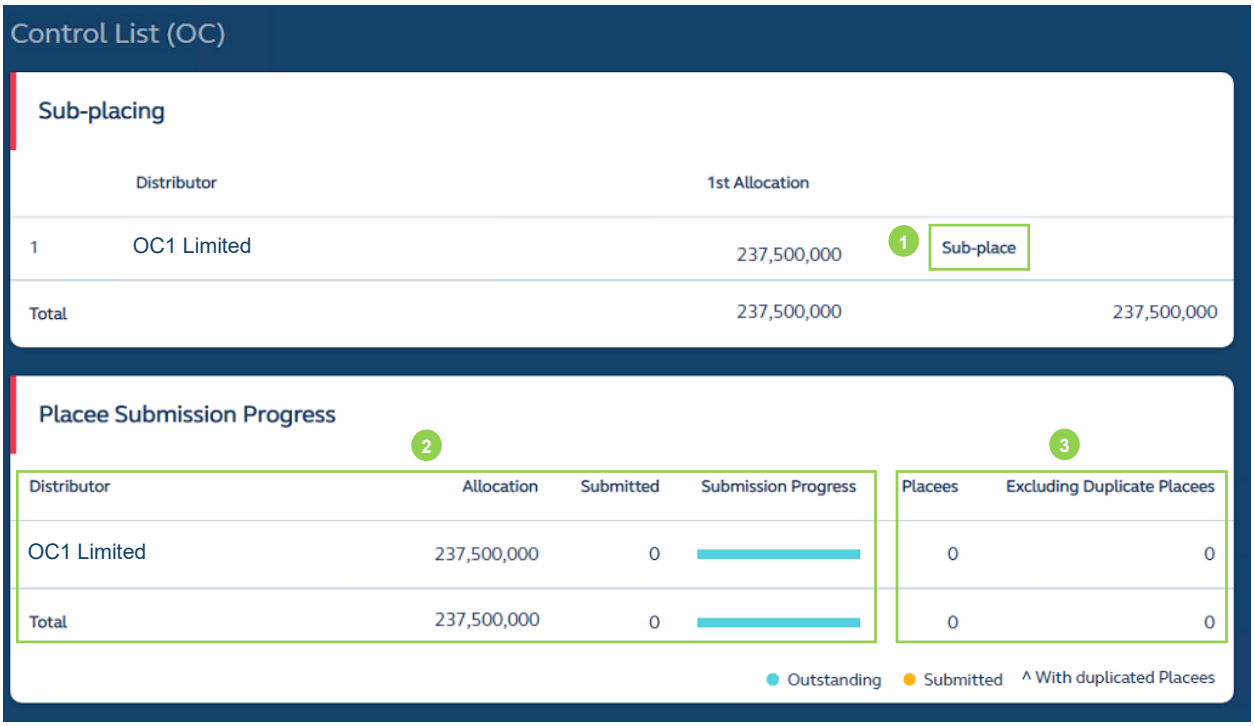
3 **Distributor 1 Limited:** Receives 50,000,000 from OC2 Limited for placing to its own clients.

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

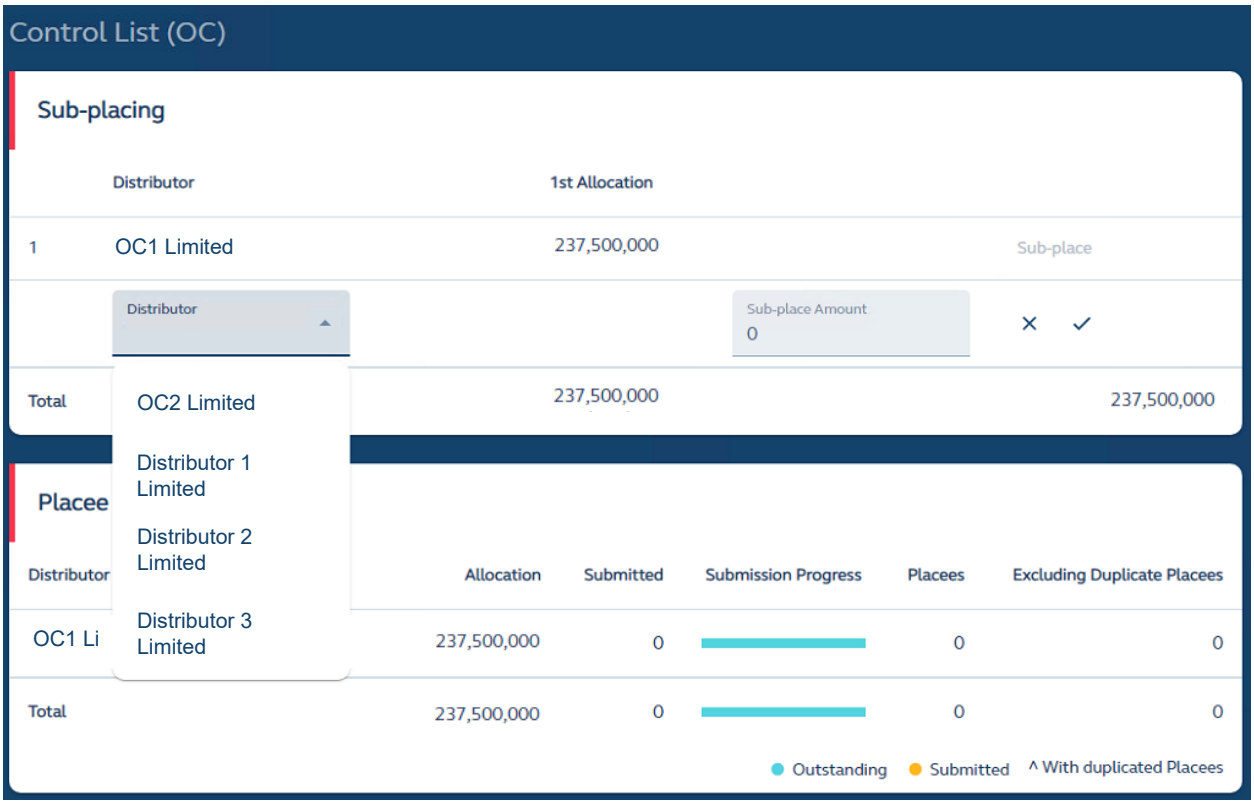
How It Works

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:

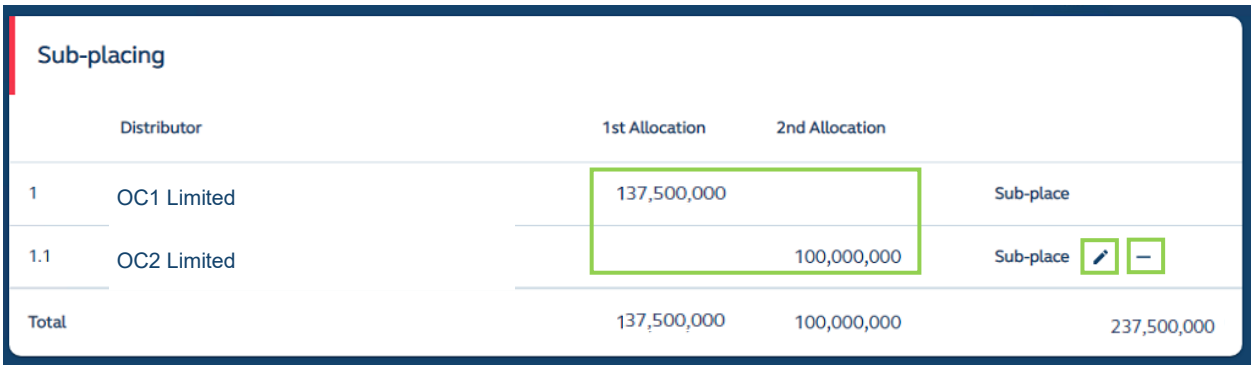


1 **Sub-place:** for the Designated Overall Coordinator to allocate placing shares to other Overall Coordinators or for sub-placing shares to a downstream Distributors. Other Overall Coordinators and Distributors would use the same button for sub-placement to downstream Distributors.



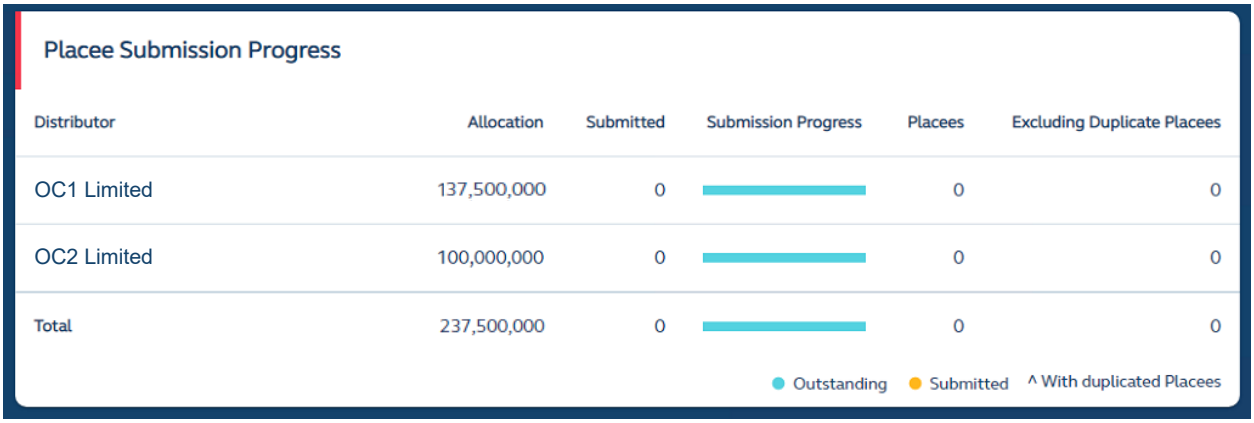
After pressing the sub-place button, the user must (i) select a "Distributor" from the list provided by FINI (which is based on the list entered in IPO Reference Data by the Designated Sponsor); (ii) enter the amount of sub-placing shares; (iii) confirm the sub-distribution (√) or cancelling the edit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

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



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 "**–**".

❷ **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.

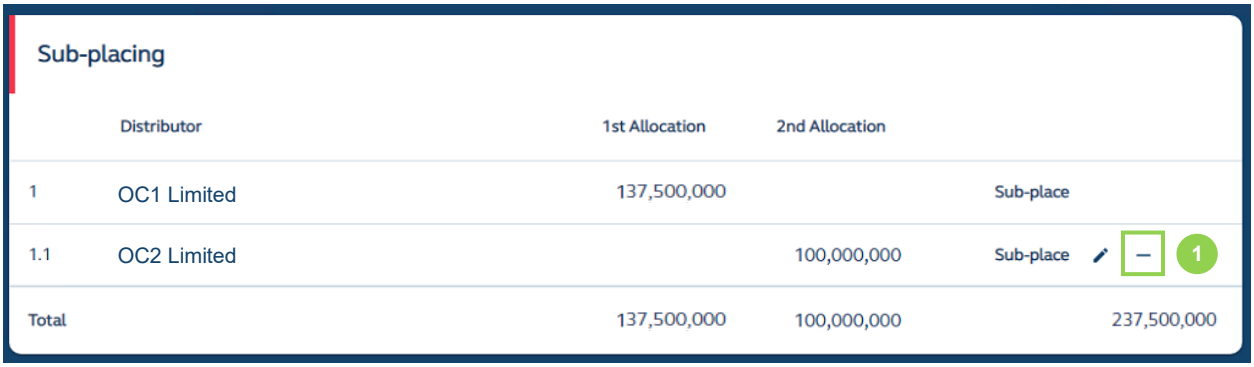


⚠ Only Overall Coordinators can track the progress of the entire syndicate. Distributors can only track the placee submission of their own placee submissions via the Placee List function.

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

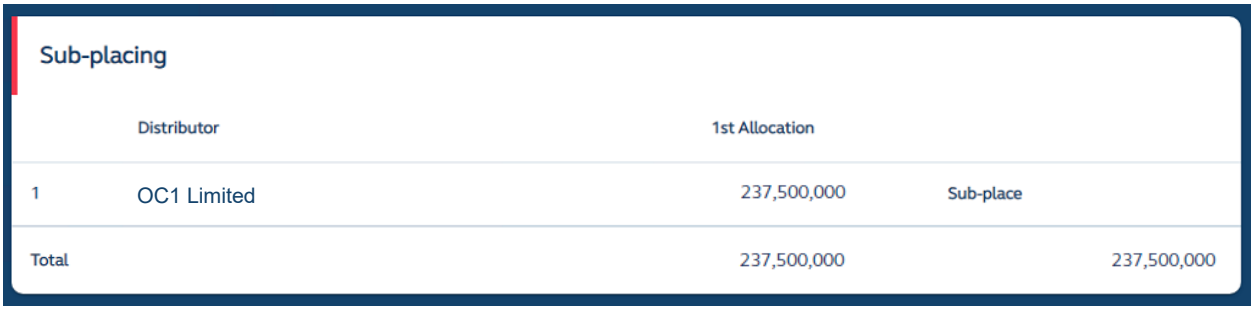
Should an upstream Intermediary (i.e. OC1 Limited) need to remove the entire allocation to a downstream Intermediary (i.e. OC2 Limited), it may delete the sub-placement row in its control list:



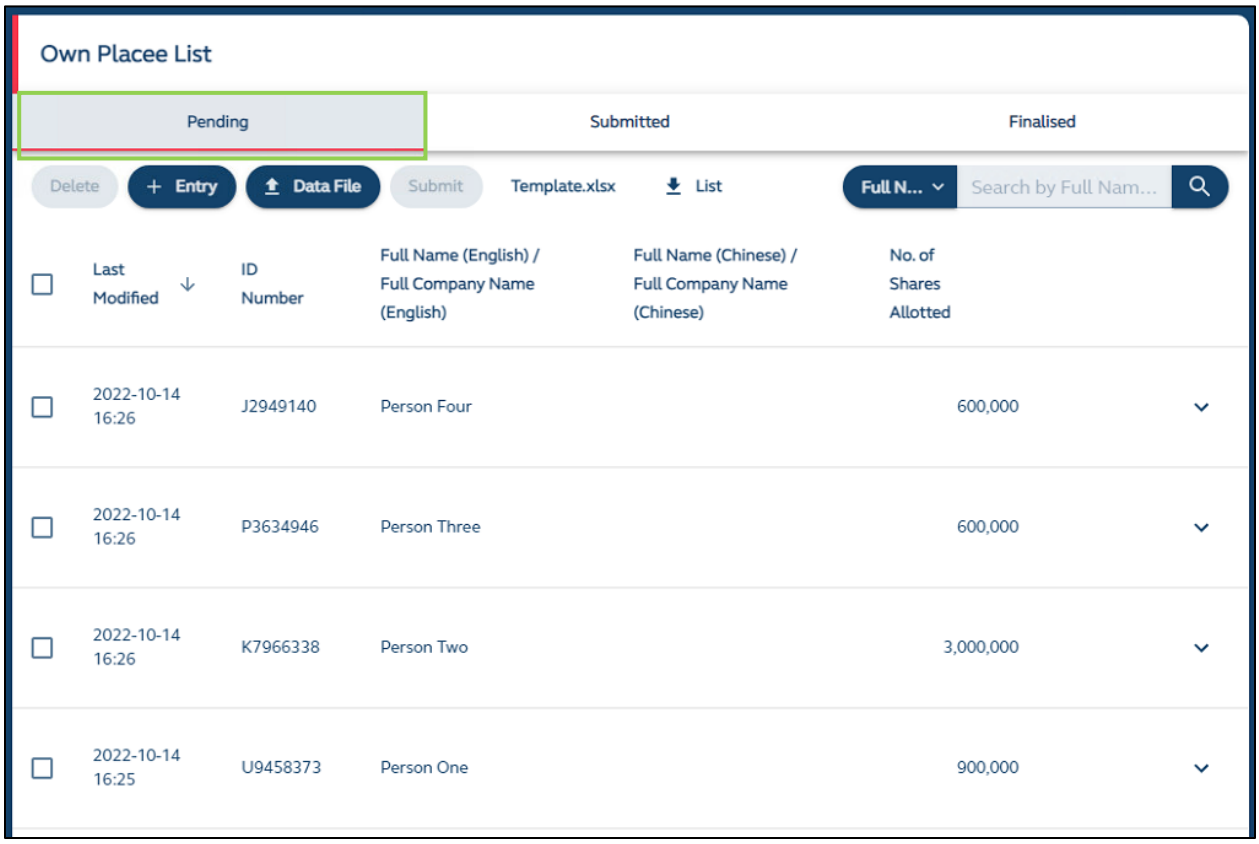
1 **Delete allocation:** Deletes the entire allocation to OC2 Limited. After initiating the deletion, a confirmation message is prompted:



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

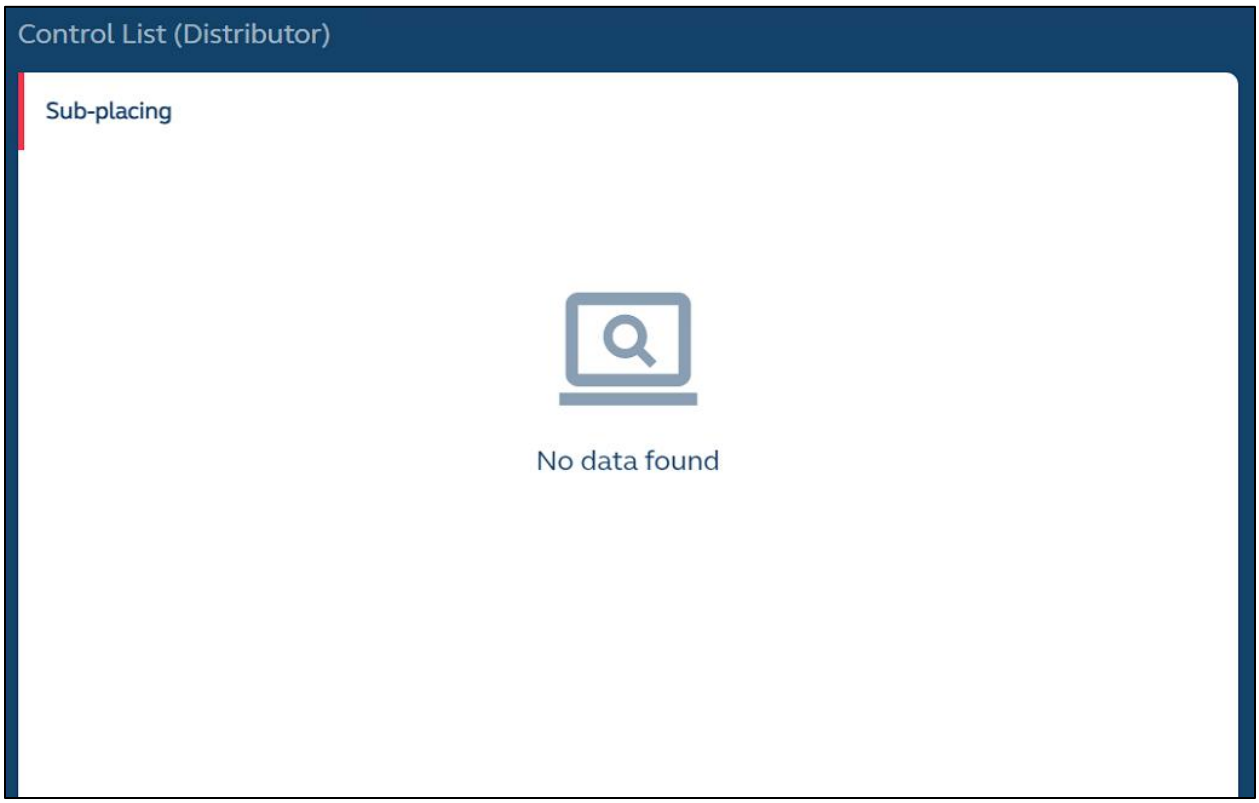


If OC2 Limited had submitted any placee lists prior to its removal from the placing network, such placee lists will revert to a “Pending” status:

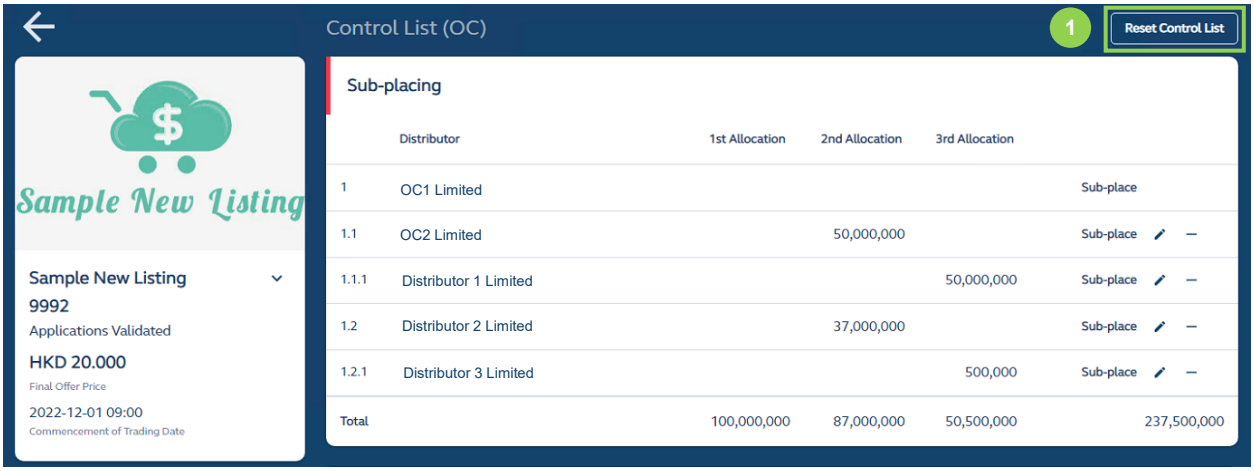


2 **Revert to Pending Status**: OC2 Limited may delete the reverted placee list entries or leave such entries in the interface, so that if it is allocated shares in the international offer again, it would not need to re-enter the placee lists for submission to regulators.

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

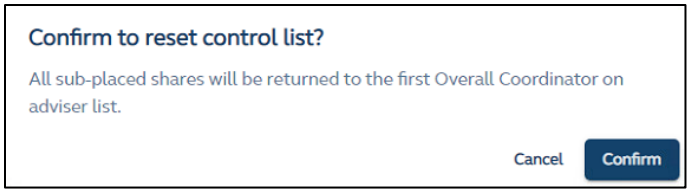


Reset Control List

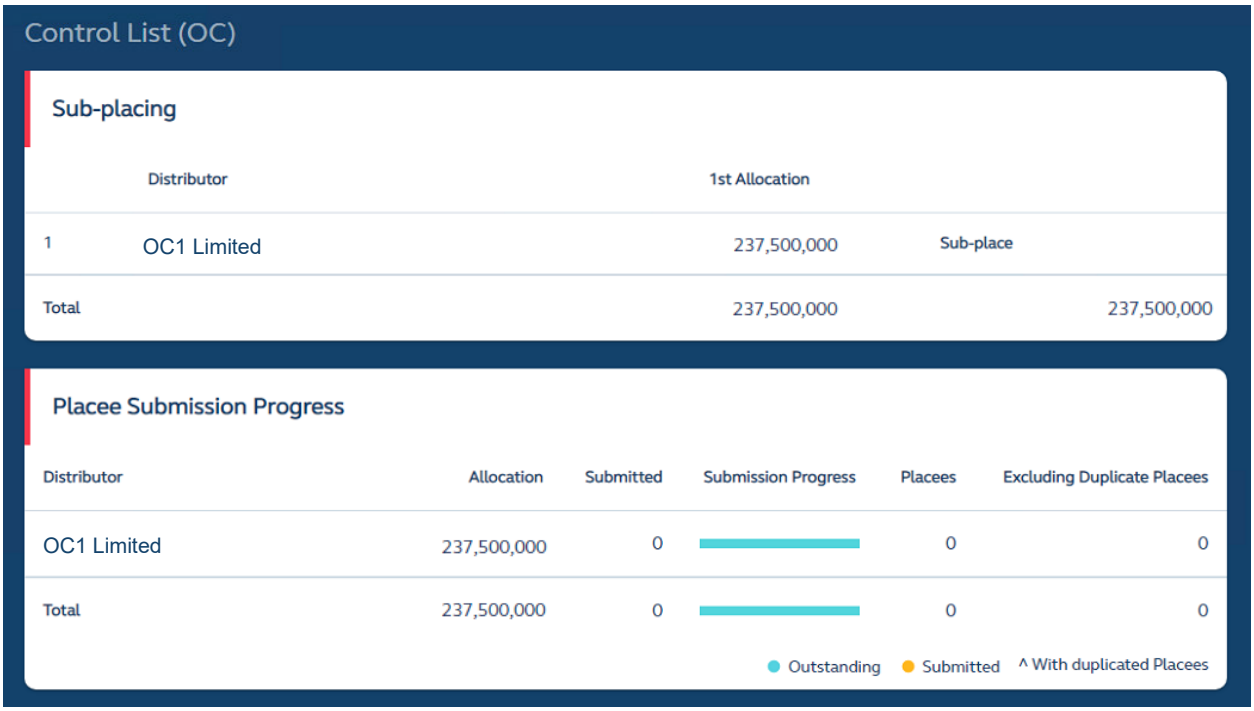


1 **Reset Control List:** This function operates the same was as “Delete Sub-Placement” but for the entire control list. This is simply for convenience if the upstream Intermediary requires a complete reset of its control list.

After initiating the reset, a confirmation message is prompted:



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



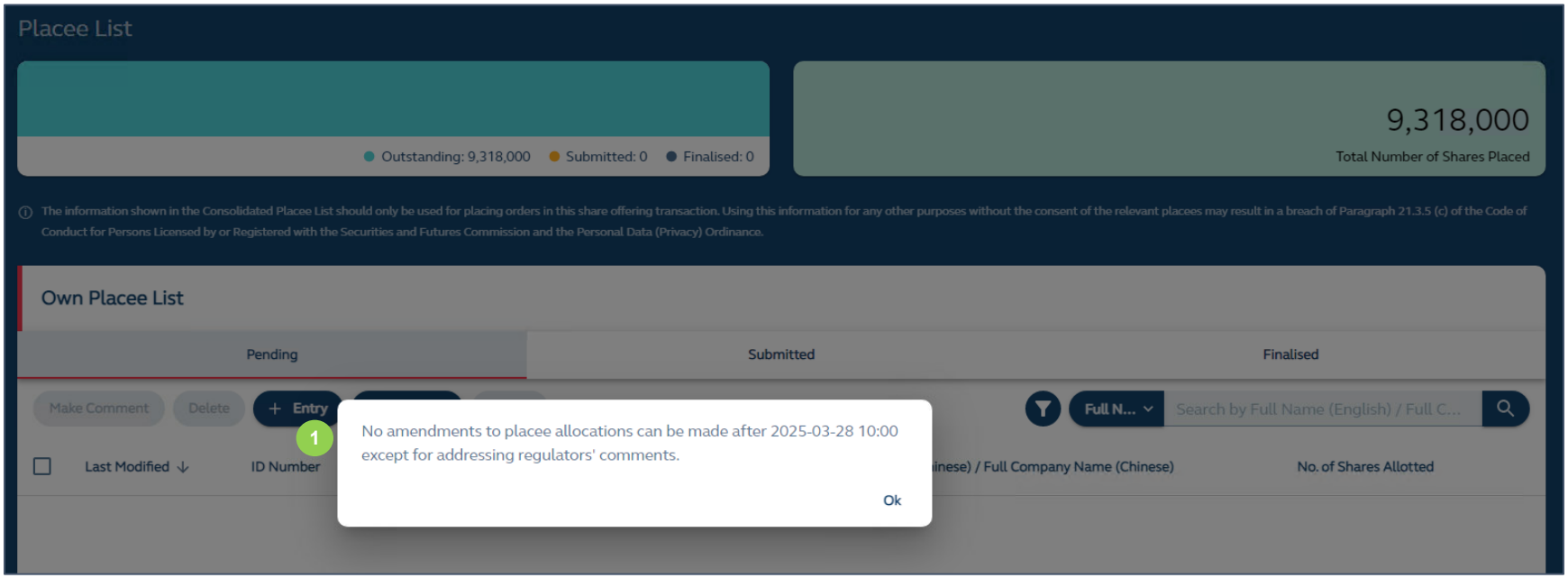
Placee List

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

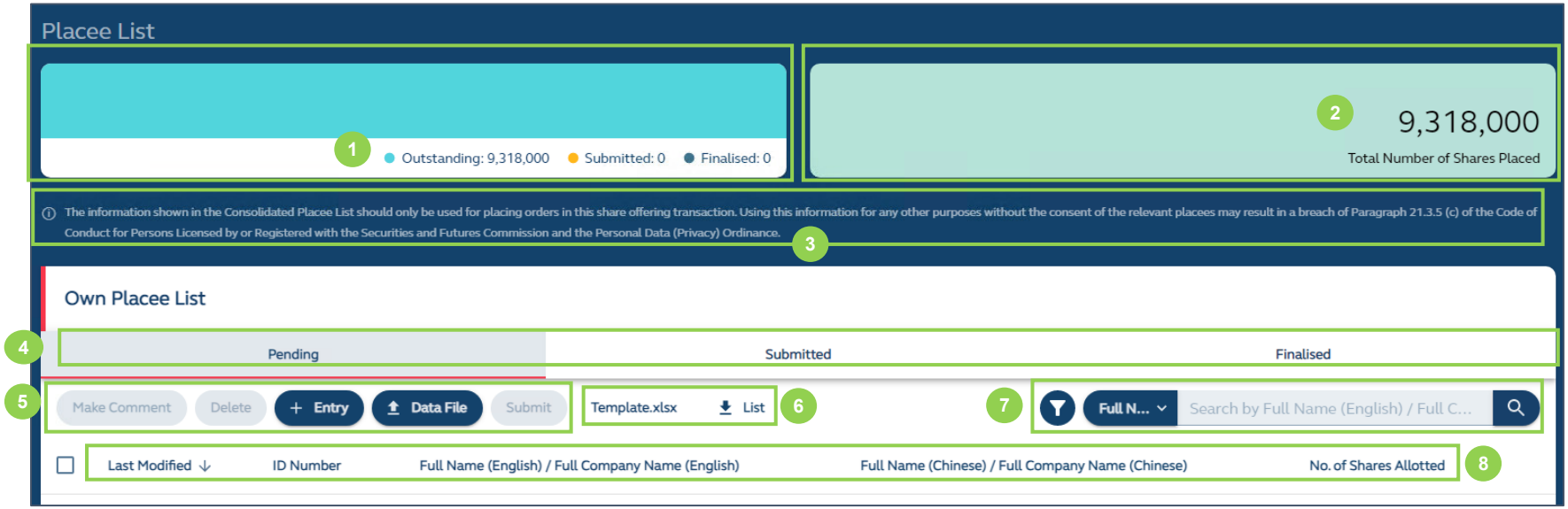
Overview

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.



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:



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 **Action Buttons:** Make comment on placee list entry, delete, add new placee list entry, upload placee list template and submit placee lists.

6 **Download:** Download the most updated placee list template and the current snapshot of the placee list (see Placee List report below)

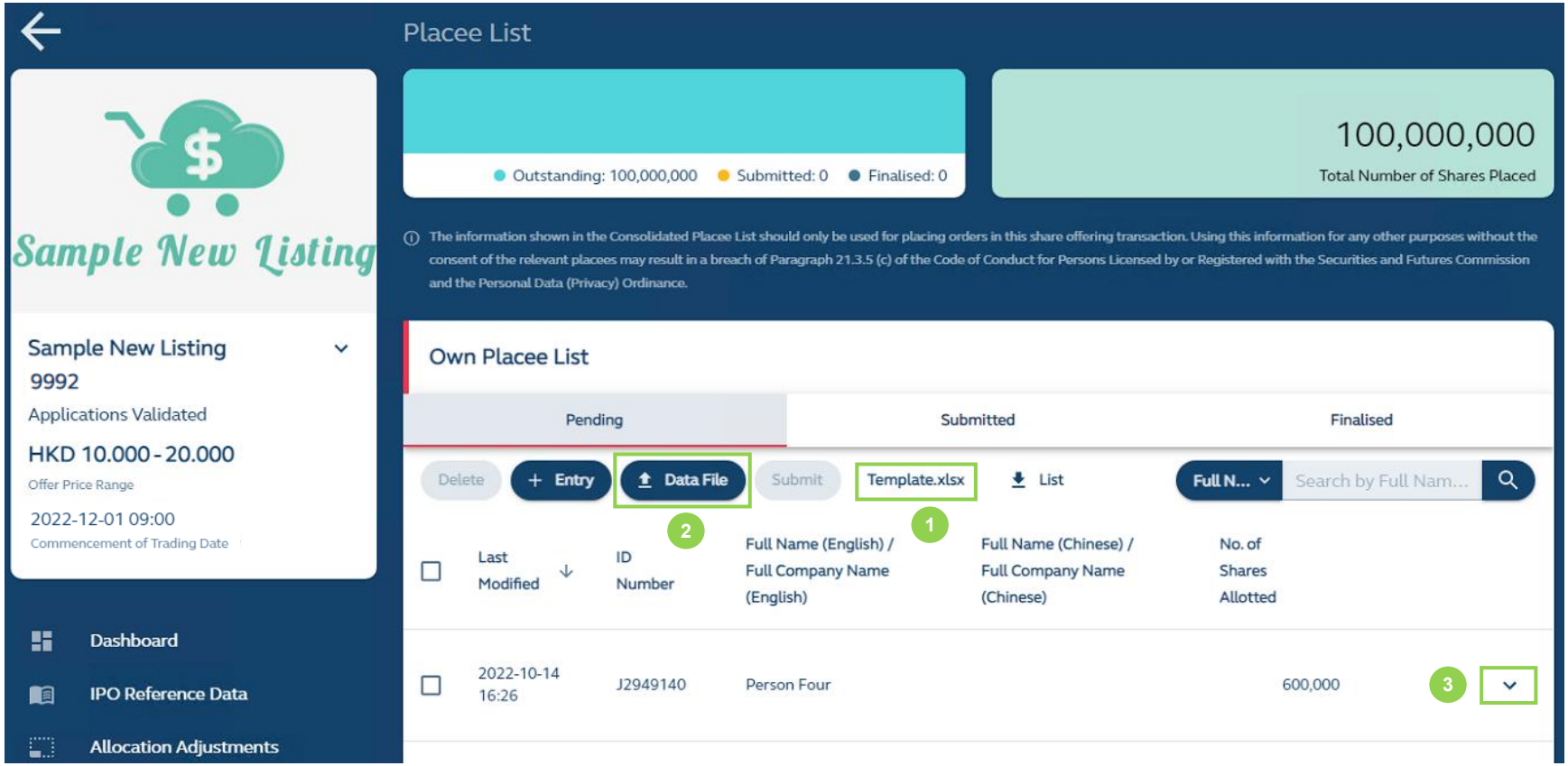
7 **Search / Filter Function:** Search the placee list entries by English and Chinese (Traditional and Simplified) names and filter placees with or without attachments uploaded.

8 **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 four worksheets for individual placees, nominee placees, joint placees and corporate placees.

Uploading of placee list entries via bulk upload



1 **Download template:** Download the placee list template directly via FINI platform and the 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 “Nominee 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 additional information on placee categories during the vetting process. You may upload such additional information via the ⬆ Supporting Document button.

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	Not Applicable	
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)					Placee Category (With 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	Not Applicable		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 Kellett Road	Central & Western	Hong Kong	People's Republic of China	852	93049425	900,000	Investment Capital Limited	Y				Y	Y						HKID	HKG	B799234(2)	Nicole Jin	金鑫鑫	
																									HKID	HKG	148347 9(3)	Benjamin Chan	陳皮奶	

Joint Placees

ID Type	Issuing country or jurisdiction	ID Number	Full Name (English)	Full Name (Chinese)	Residential Address					Full Telephone Number		Name of Placee's Employer	Number of Shares allotted	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 or its close associate	Sponsor or its close associate	Underwriter and/or Distributor or its close associate	Not Applicable	
HKID	HKG	Z447902(6)	Chan Tai Man	陳大文	Flat 812, 8/F, Cheung Fat Building	Cheung Fat Estate	Cheung Chau	HK	China	852	88765432	CDE	5000	Y										
HKID	HKG	X957354(8)	Chan Siu Mei	陳小美	Flat 812, 8/F, Cheung Fat Building	Cheung Fat Estate	Cheung Chau	HK	China	852	88765432	CDE												

Corporate Placees

ID Type	Issuing country or jurisdiction	ID Number	Full Company Name (English)	Full Company Name (Chinese)	Business address					Full Telephone Number		Contact Person	Number of Shares allotted	Placee Category (Without Required Supporting Document)									Placee Category (With Required Supporting Document)					Remarks	Details of Beneficial Ownership					
					Flat, Floor, Building	Estate/Street No. & Street	District	City	Country	Country code	Telephone Number			Cornerstone investor	Existing or past employee of the issuer	Independent Price Setting Investor	Discretionary managed portfolio as defined ...	Discretionary trust	PRC governmental body	Customer or client of the issuer	Supplier to the issuer	Non-SFC authorised fund	Not Applicable	Connected client	Existing shareholder / Director or its close associate	Sponsor or its close associate	Underwriter and/or Distributor or its close associate	Not Applicable		ID Type	Issuing country or jurisdiction	ID Number	Full Name (English)	Full Name (Chinese)	Remarks
LEI	OTH	5263006ZHG3I0PXNJ56U	Equity Investments Asset Management Company Limited		77/F	1 Garden Road	Causeway Bay	Hong Kong	People's Republic of China	852	28379763	Ms. Mary Fei	880,000	Y										Y						HKID	HKG	R435063(6)	Paul Xiong		
																													HKID	HKG	Q309719(7)	Janice Hao		

Placee Categories

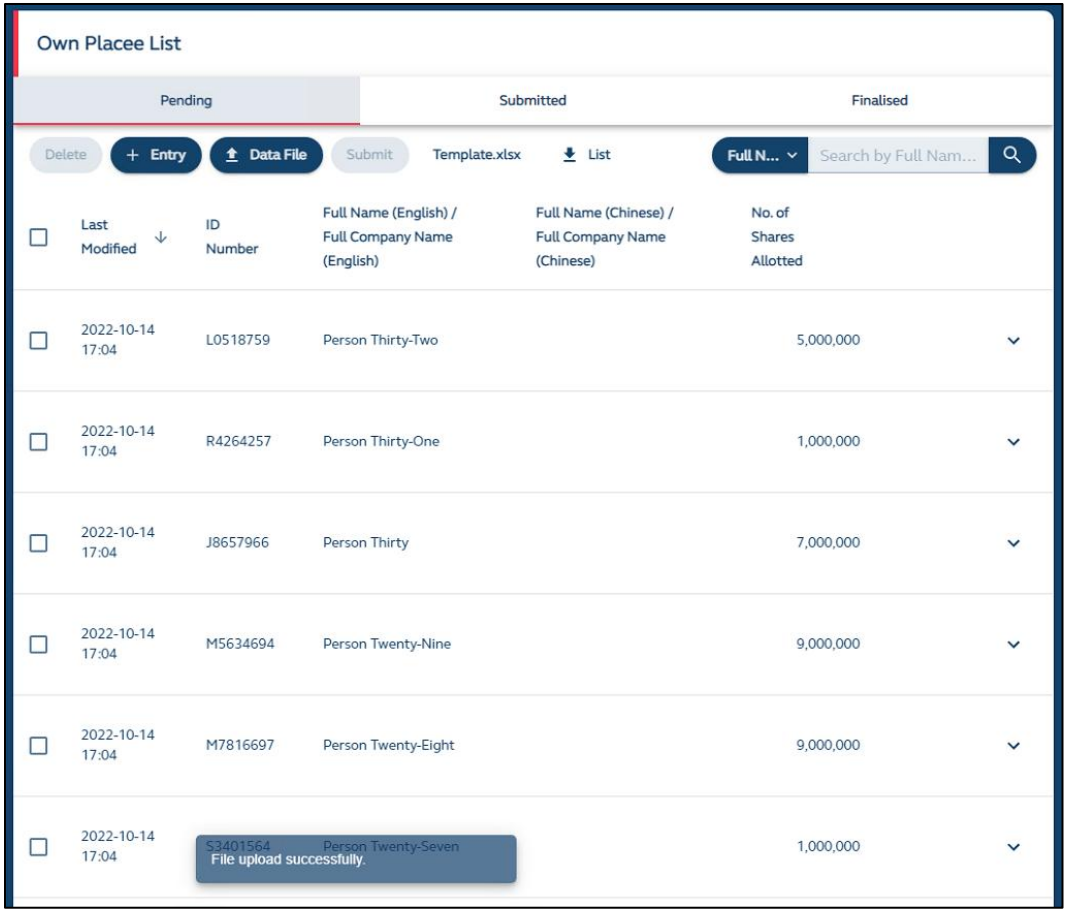
The following is a description of the different placee categories:

Applicable Placee Type(s)	Name	Description
Individual, Nominee, Joint, Corporate	Cornerstone investor	As defined under Chapter 4.15 of the Guide for New Listing Applicants
Individual, Nominee, Joint, Corporate	Existing or past employee of the issuer	A placee who is an existing or past employee of the IPO issuer
Individual, Nominee, Joint, Corporate	Customer or client of the issuer	A placee who is customer or client of the IPO issuer ⚠
Individual, Nominee, Joint, Corporate	Supplier to the issuer Not Applicable	A placee who is supplier to the IPO issuer ⚠
Corporate only	Independent Price Setting Investor	As defined under Main Board Listing Rules Chapter 18C
Corporate only	Discretionary managed portfolio	As defined under Appendix 6 to the Main Board Listing Rules
Corporate only	Discretionary trust	As defined under the Securities and Futures Ordinance
Corporate only	PRC governmental body	As defined under Main Board Listing Rules Chapter 19A
Corporate only	Non-SFC authorised fund	Any fund or sub-fund that is not registered with the Securities and Futures Commission of Hong Kong.
Individual, Nominee, Joint, Corporate	Connected client	As defined under Appendix 6 to the Main Board Listing Rules
Individual, Nominee, Joint, Corporate	Existing shareholder / director and close associate	As defined under Main Board Listing Rules Chapter 1
Applicable Placee Type(s)	**Name**	**Description**
Individual, Nominee, Joint, Corporate	Sponsor or its close associate	As defined under Main Board Listing Rules Chapter 1
Individual, Nominee, Joint, Corporate	Underwriter and/or Distributor or its close associate	As defined under Main Board Listing Rules Chapter 1

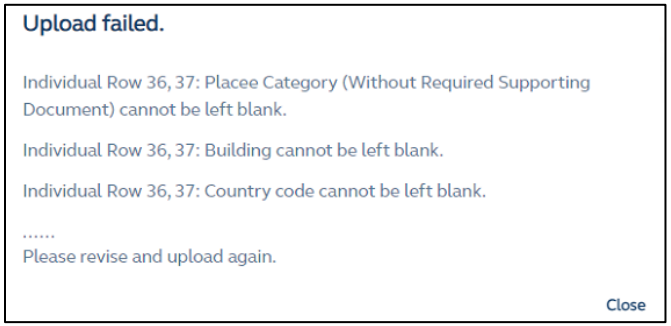
⚠ Which placee identifies as an issuer's customer or supplier is a question of fact. It would be similar to how the issuer determines which entities constitute as its customers and/or suppliers when disclosing such information in its prospectus and in other submissions to the Exchange (i.e. Top 5 Customers/Suppliers). The Exchange does not have a definition for a "customer" or a

"supplier" as this is a matter determined by the IPO issuer.

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:



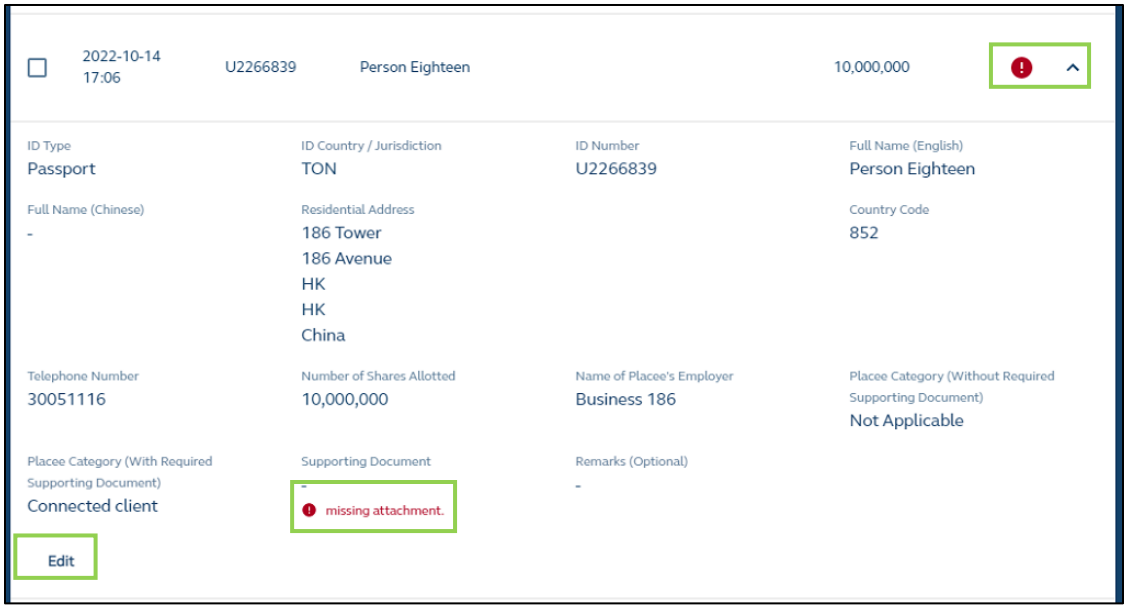
⚠ Please ensure the format of the excel uploaded onto FINI is identical to the template (i.e. same rows and columns) and the fields are entered correctly, as FINI will perform system validations on each field. If not, the uploading of the excel file will be rejected and FINI will inform the submitting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



Placees requiring supporting documents

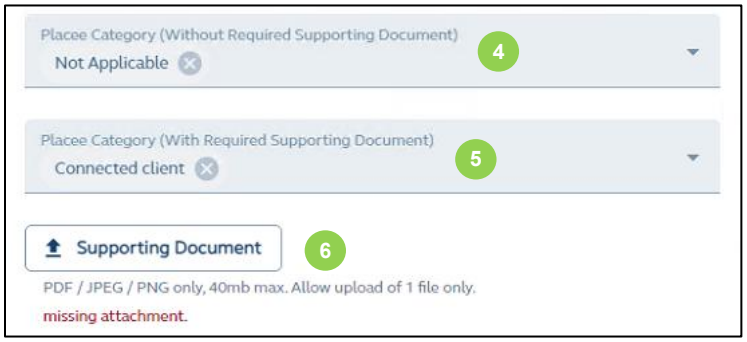
3 **Manual Amendments of Placee List Entries:** After successfully uploading the placing list, the user must manually upload supporting documents for each placee that is a connected client, existing shareholder, director and/or his/her close associate before such placee list entries are submitted. Otherwise, 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.



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:

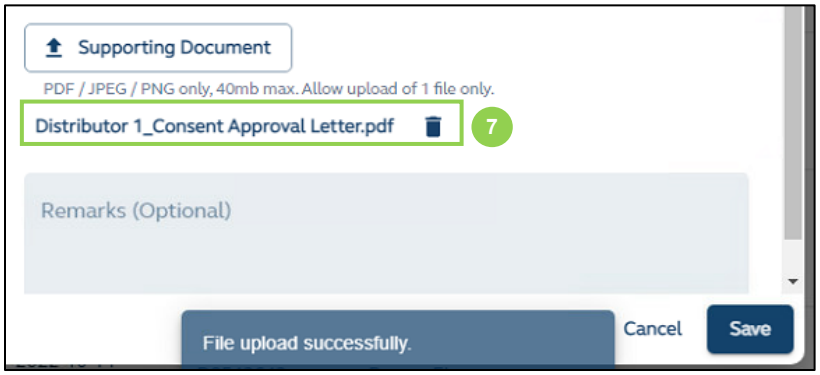


4 **Placee Category (Without Required Supporting Document):** Selection based on what was marked in the uploaded excel template.

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 and/or completed Questionnaires for placees (found on the website of the Guide for New Listing Applicants) to the placee entry prior to submission.

⚠ 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.

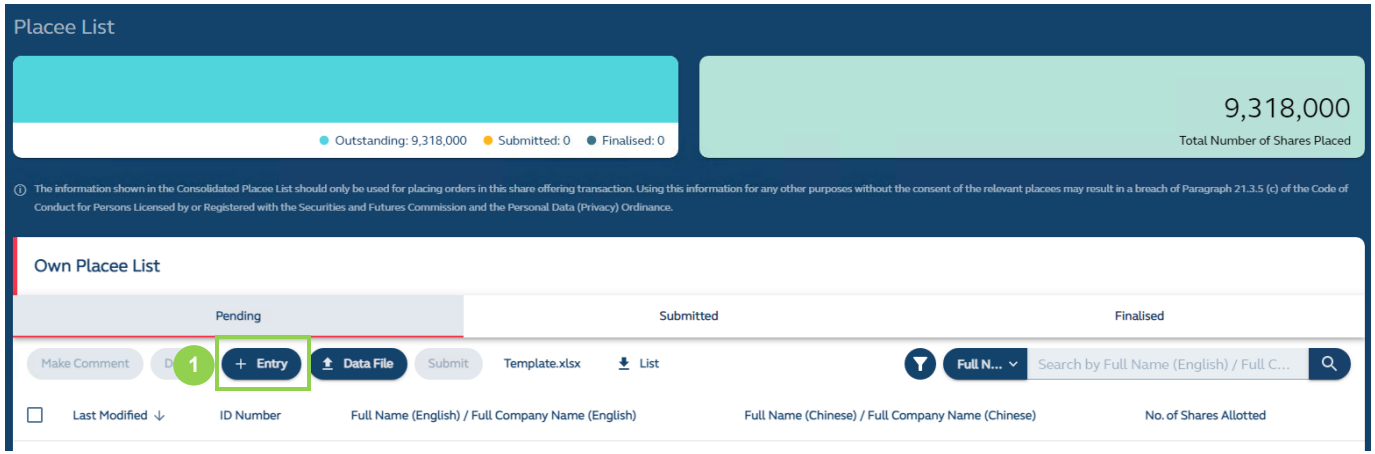


7 **Supporting Document Attachment:** After the supporting document is successfully uploaded, the user may view the uploaded file, and delete the file if it needs to re-upload a new document. Once all relevant fields are completed, the user may save the placee list and return back to the Placee List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

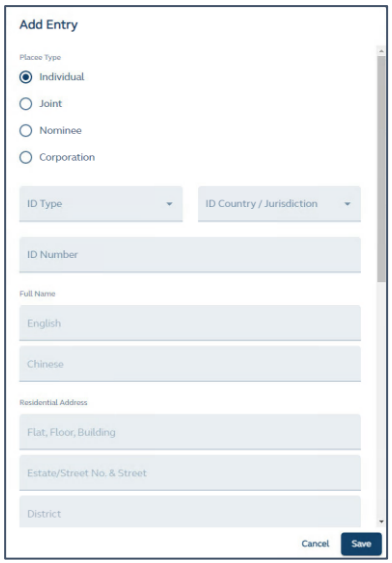
⚠ With reference to Chapter 4.15 of the Guide, any placees which require consent or waivers granted by the Listing Division should be sought in advance to avoid any potential delays to the issuer's listing timetable.

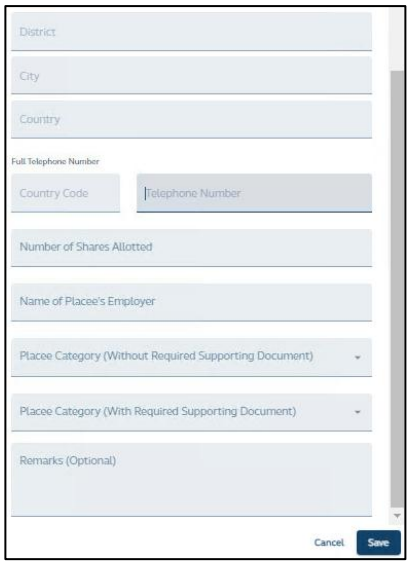
Manual Entry of Placee List:

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

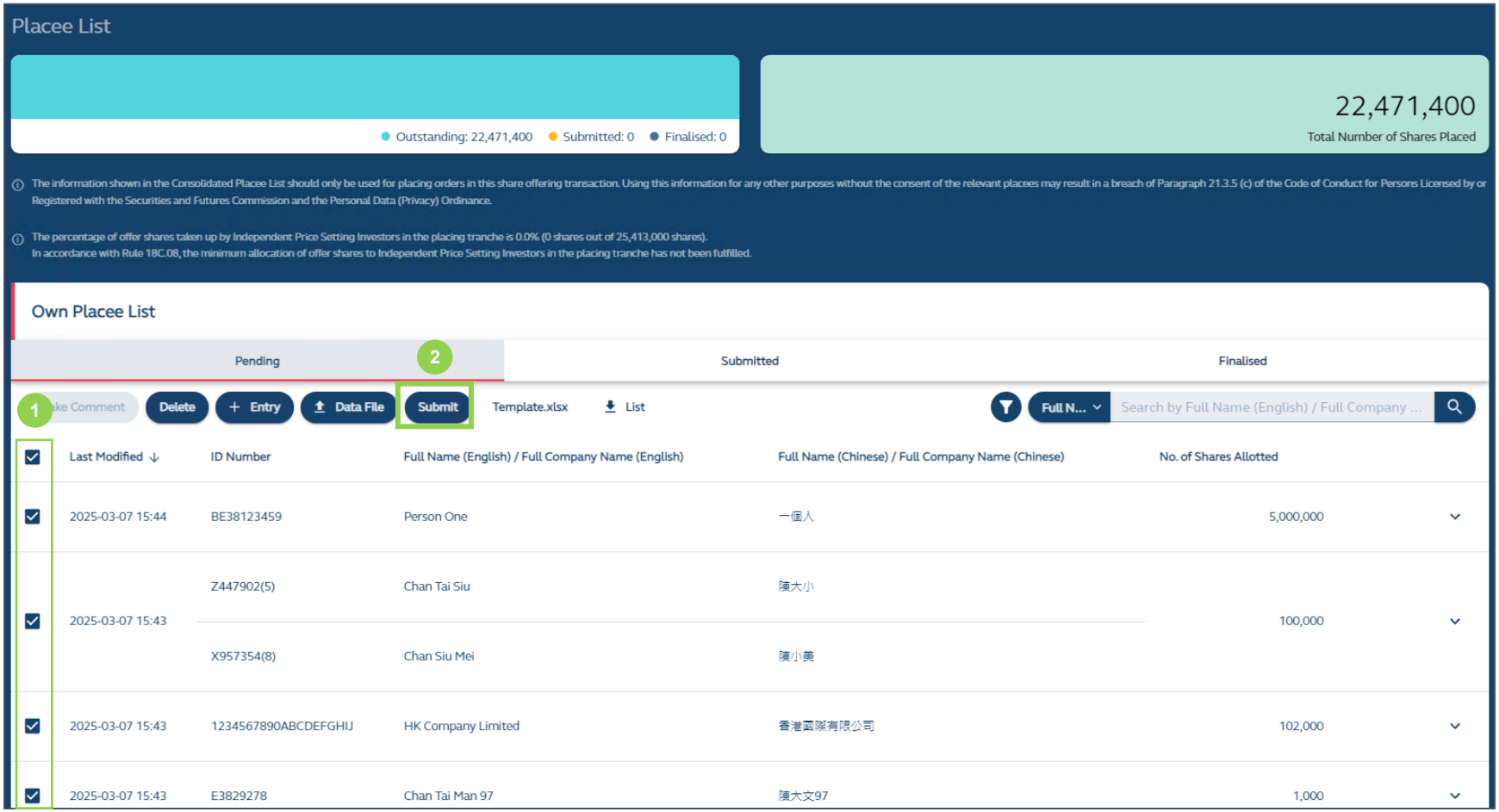


1 **Add Entry:** Allows the user to input placee information directly on the FINI interface:





Submission of placee list entries on the FINI interface



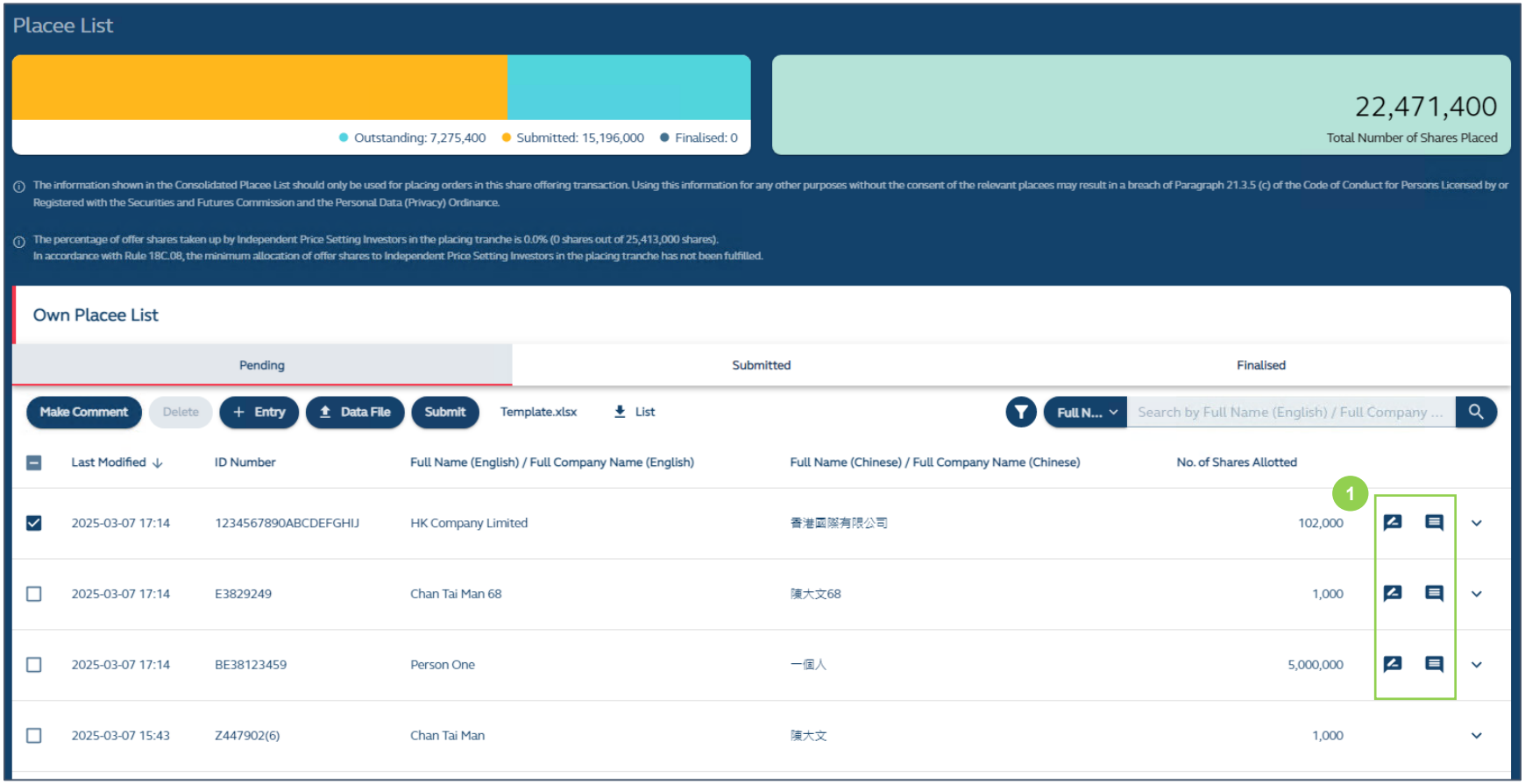
1 **Select the placee entries for submissions:** Once all placee list entries have been uploaded or entered, and the user has reviewed the accuracy of the entries, the user may select entries ready for submission to regulators.

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:



1 **Comments**: Regulators may directly comment on placee list entries or revert placee list entries with comments and Intermediaries may view such comments via the view comment button ( ). Intermediaries may also make comments on placee list entries or directly reply to regulator comments, via the “Make Comment” button ( ). Reverted placee list entries will change from a submitted status back to a pending status after which the user may amend and re-submit the placee list entry or submit a new placee list entry after addressing all of the regulators’ comments. Upon re-submission of a placee list entry, any amendments made would be tracked:



⚠ 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:



2 **Comments:** The most recent comment made by Intermediaries or Regulators are displayed on top.

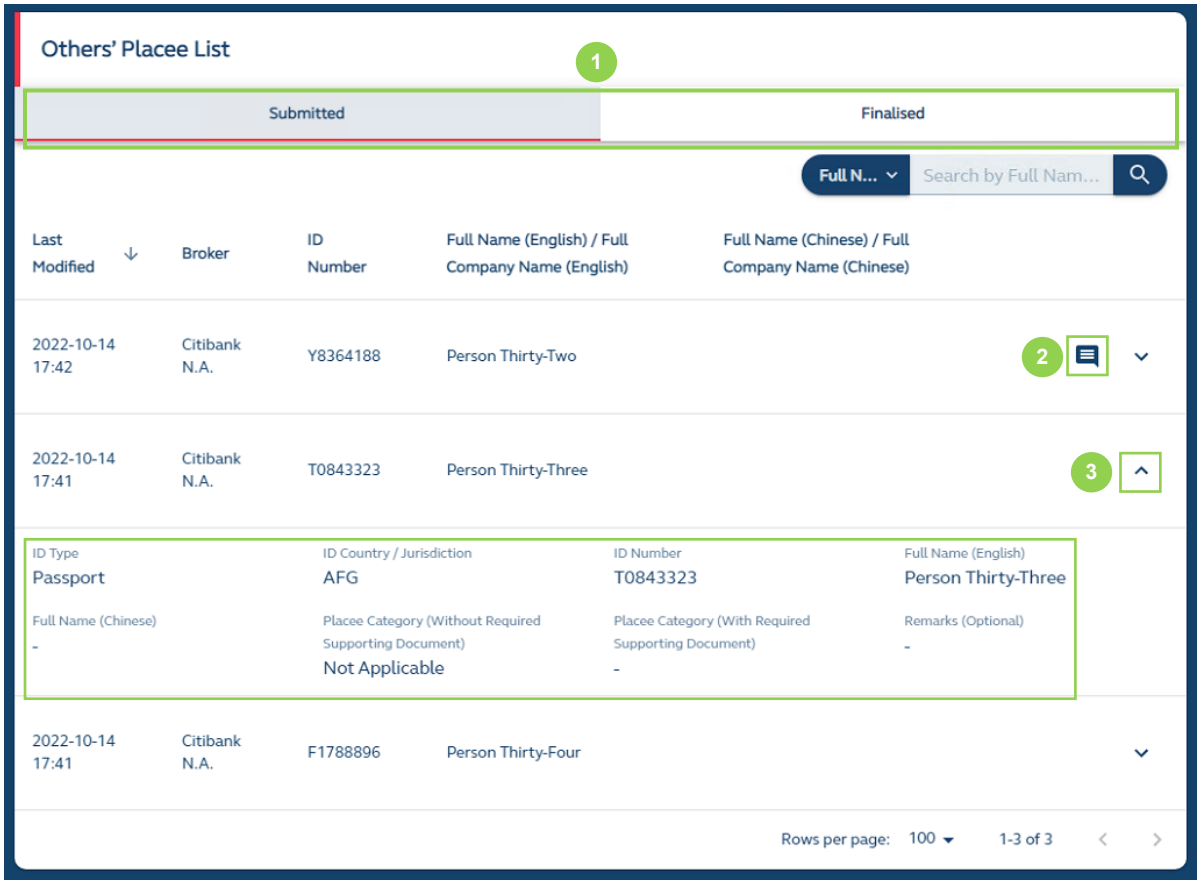
3 **Previous comments:** All previous comments (including the timestamp) are retained for audit trail.

4 **Reply to comments:** Allows Intermediaries and Regulators to reply to comments.

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:



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.

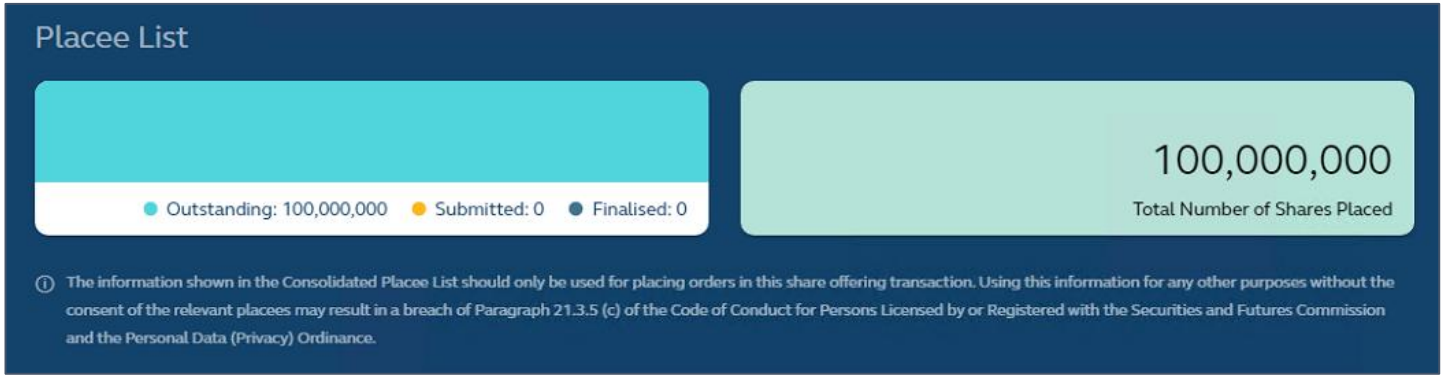
2 **Regulator Comments**: The Overall Coordinator(s) would be alerted if any comments were made by regulators on specific placee list entries, but they will not be able to view the contents of the comments.

3 **Placee List information:** To preserve confidentiality, the Overall Coordinator(s) are only able to view:

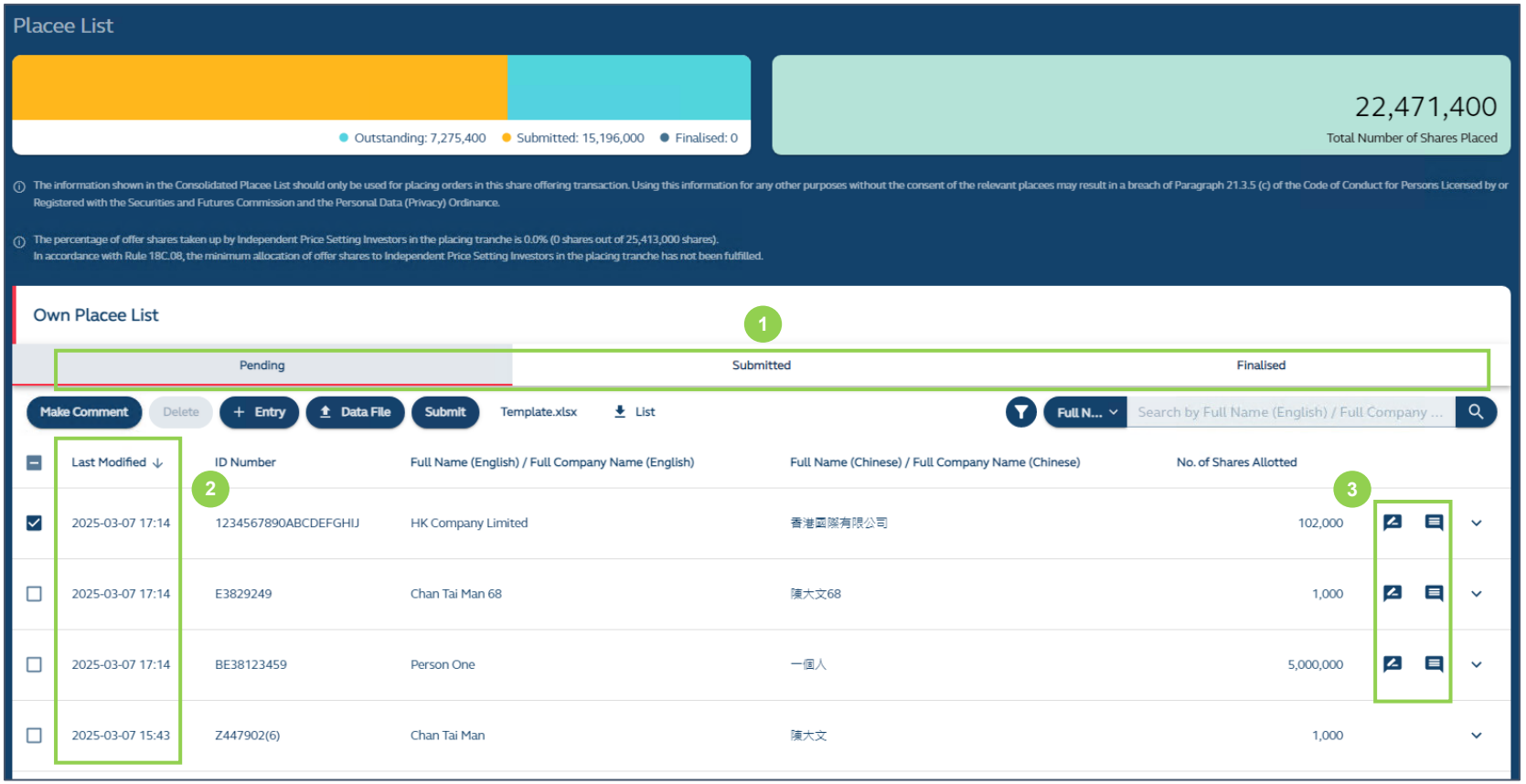
- Name, ID type, ID issuing jurisdiction/country, and ID number of all placees (including beneficial owners of Nominee and Corporate Placees)

  ⚠ 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:



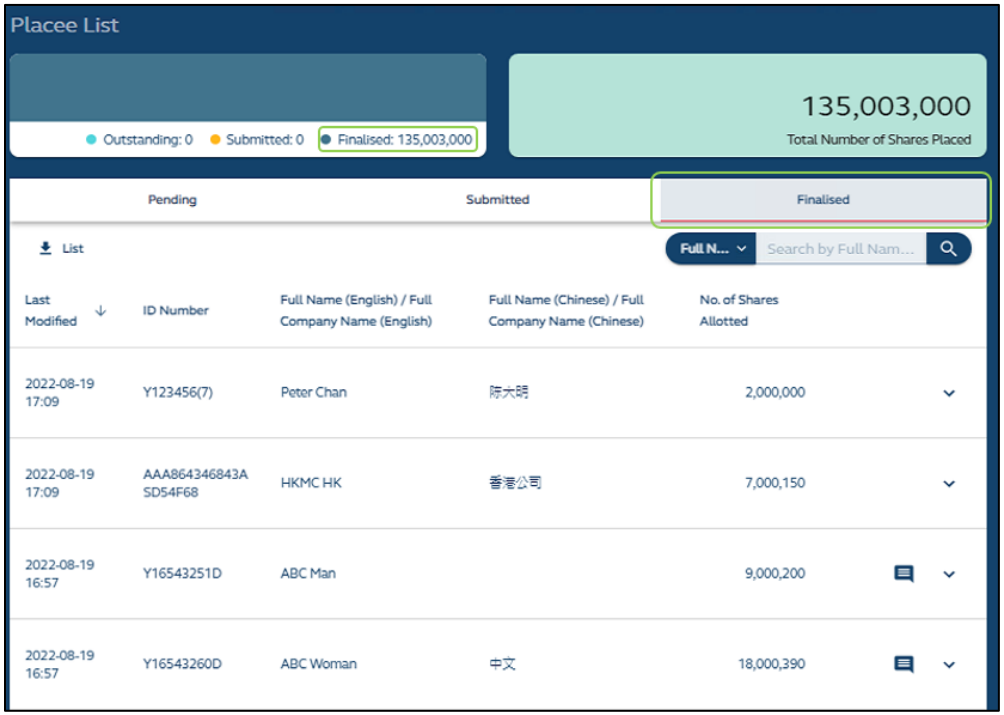
1 **Tab:** Select “Submitted” tab to view all submitted placee lists.

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

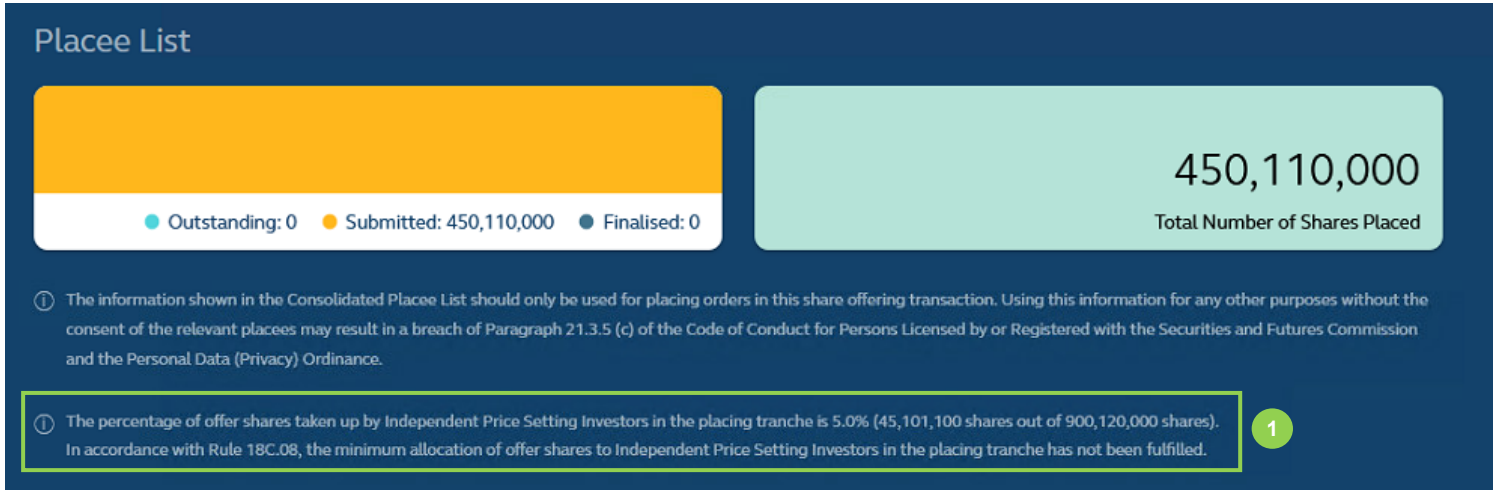
3 **Regulator Comments:** Any comments raised by regulators on its placee list entries will remain, if the same placee entry is re-submitted. If, however, a new placee entry is submitted to address regulatory comments, the comment icon will not be shown.

Finalised Placee List:

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):



Special scenario for Main Board Chapter 18C New Listings



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.

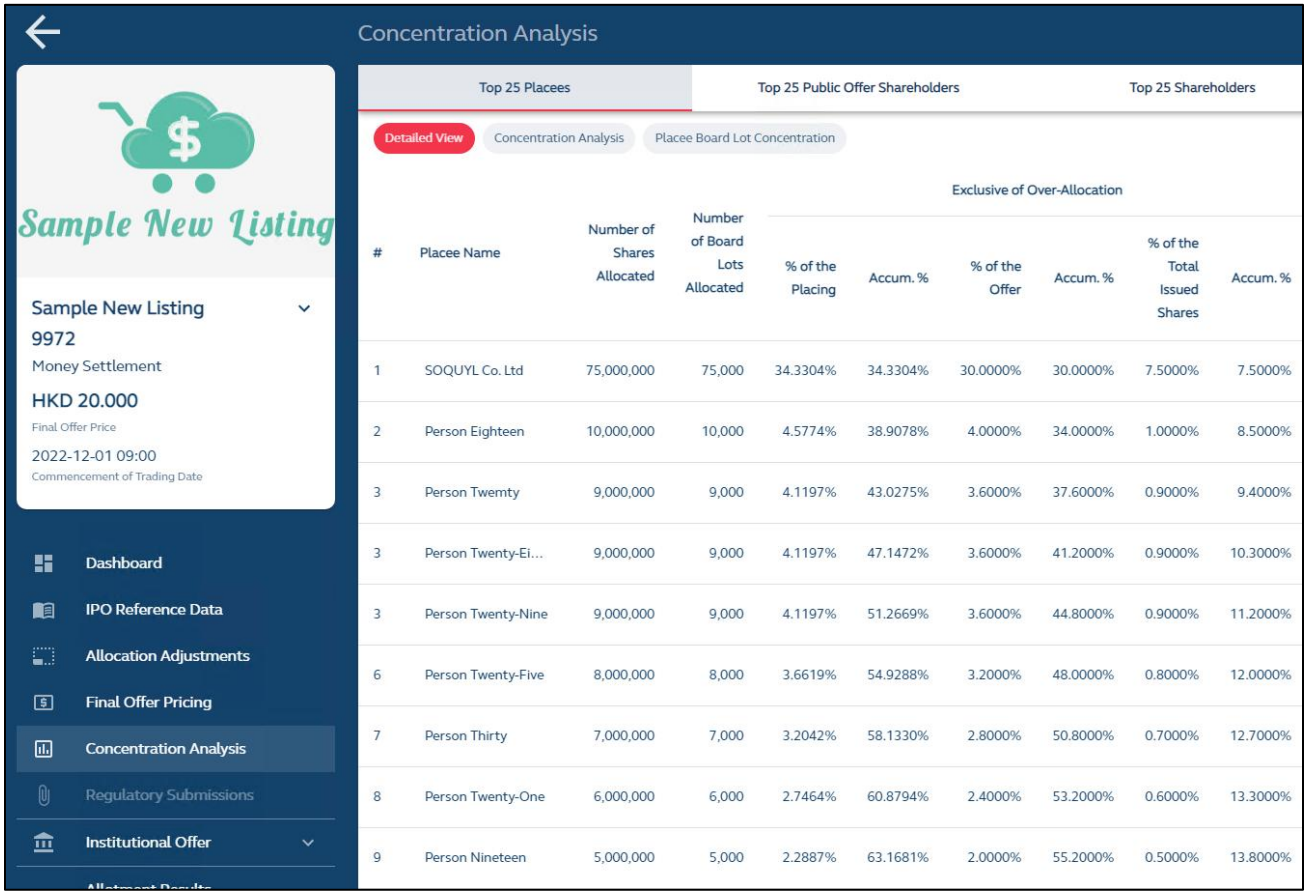
⚠ Users are not required to submit any information in the Concentration Analysis function and will have viewing access to this function only.

For the list of Concentration Analysis fields and their description, please refer to Concentration Analysis Fields.

Overview

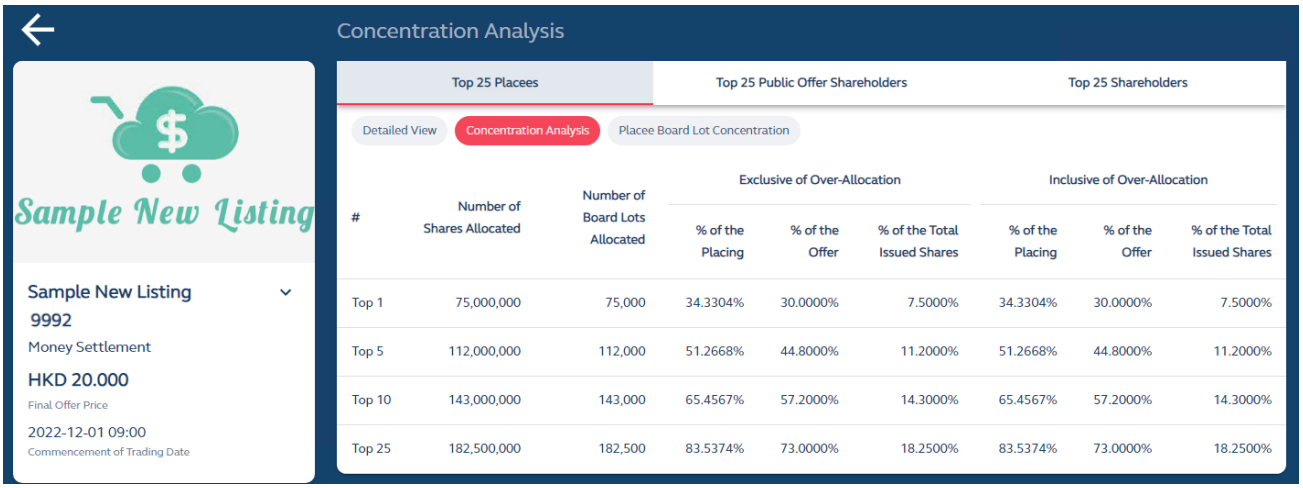
Top 25 Placees:

Detailed View



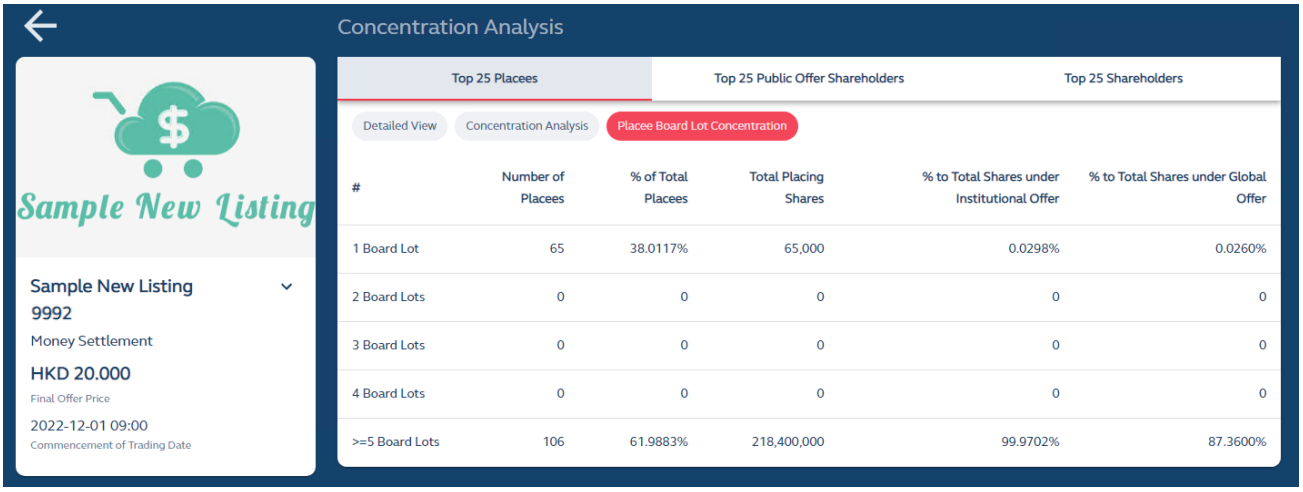
#	Placee Name	Number of Shares Allocated	Number of Board Lots Allocated	Exclusive of Over-Allocation					
				% of the Placing	Accum. %	% of the Offer	Accum. %	% of the Total Issued Shares	Accum. %
1	SOQUYL Co. Ltd	75,000,000	75,000	34.3304%	34.3304%	30.0000%	30.0000%	7.5000%	7.5000%
2	Person Eighteen	10,000,000	10,000	4.5774%	38.9078%	4.0000%	34.0000%	1.0000%	8.5000%
3	Person Twemty	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:



#	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%

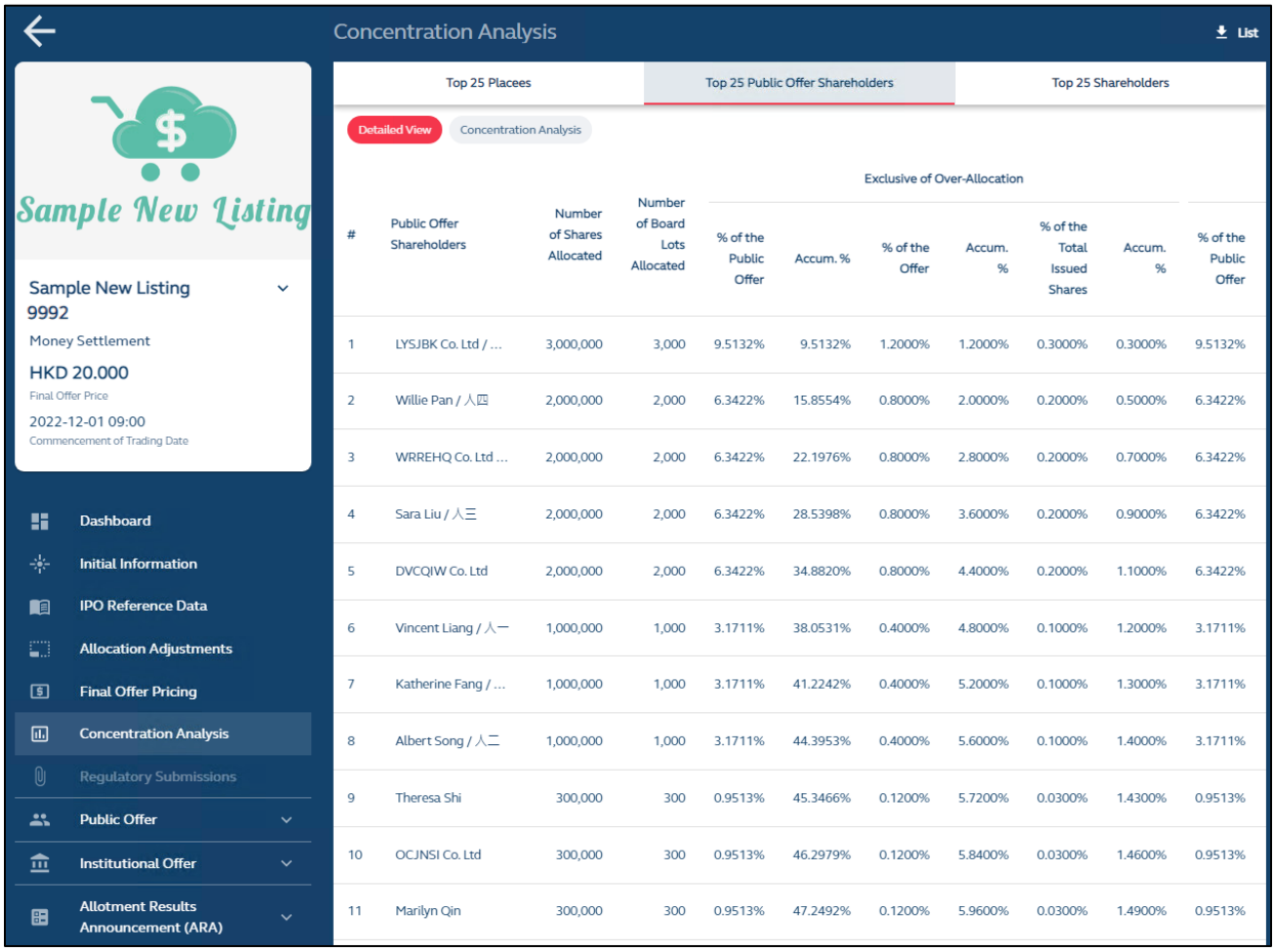
Board Lot Concentration view:



#	Number of Placees	% of Total Placees	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



#	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	WRREHQ 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%

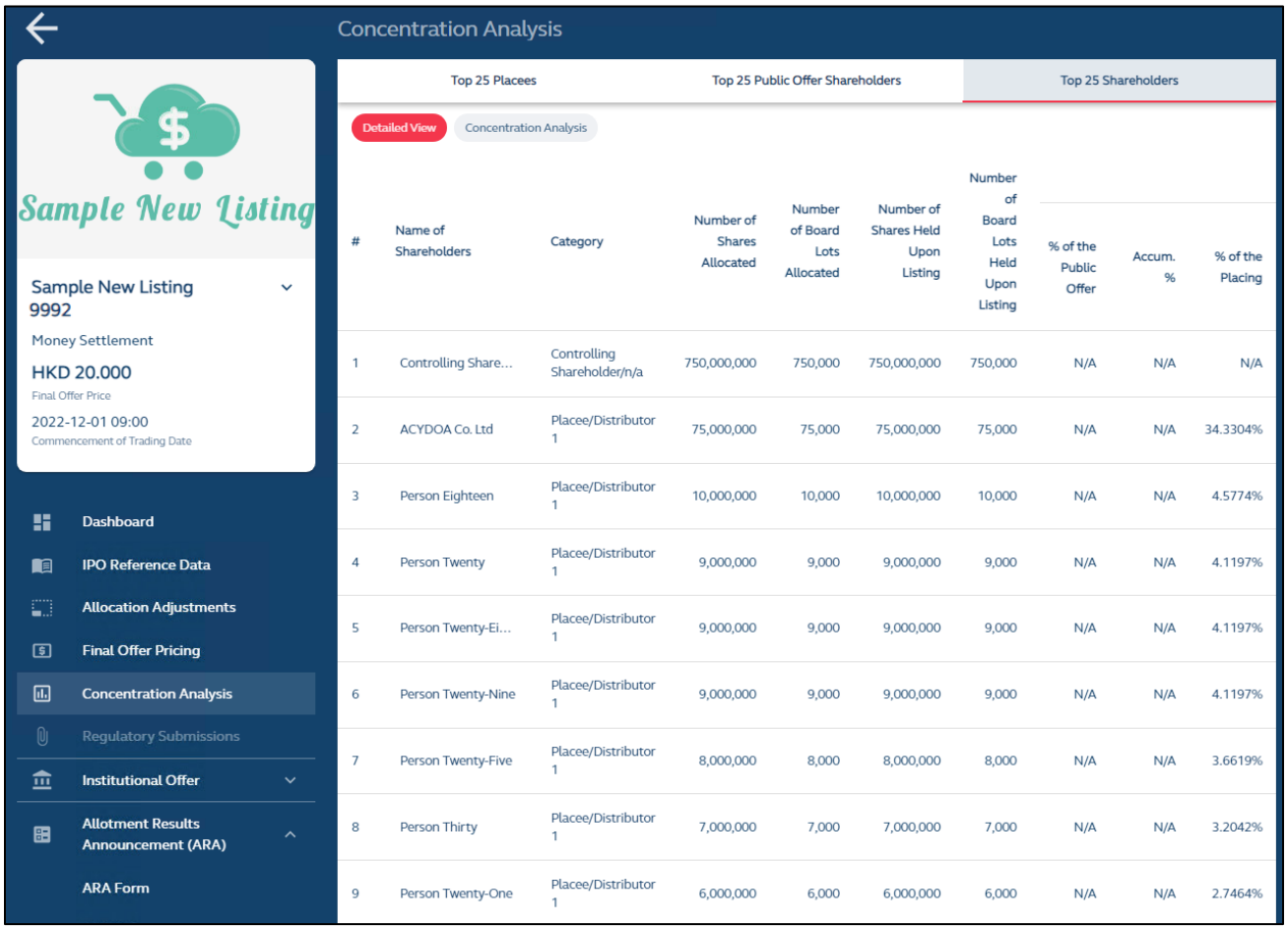
Concentration Analysis view:



#	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:



#	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:



#	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 allocation adjustments has been submitted and offer price has been finalized and must be completed well **before** the ARA Document publication deadline of **23:00, 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. After each submission of the ARA Form, FINI will automatically generate a new ARA Document. To facilitate an earlier review of the ARA Document, the ARA Document may be submitted by the Designated Sponsor before the IPO Status reaches "Placing Approved". However, data related to the International Offer will only be populated in the ARA Document after Regulators finalise the placee lists.

⚠ The Designated Sponsor must ensure that the ARA Form is re-submitted after the placee lists are finalised to ensure the final ARA Document containing data on the International Offer is submitted for review by Regulators.

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.

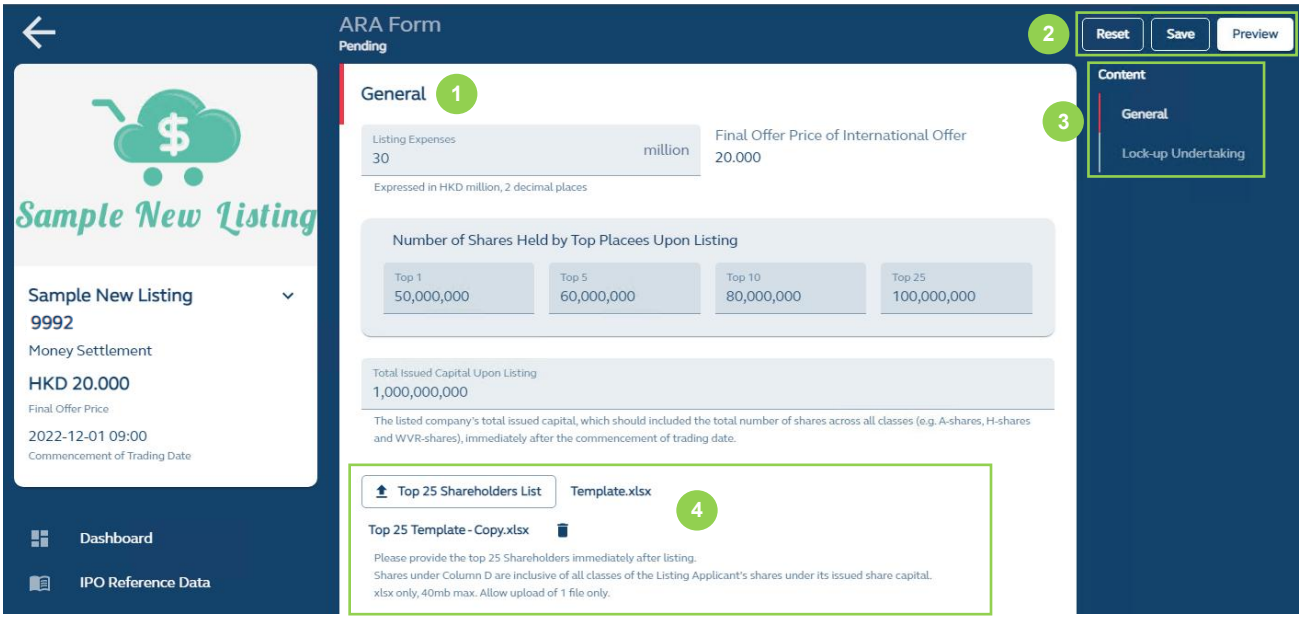
⚠ Please be reminded that even though the Allotment Results Announcement is submitted on FINI, the same English and Chinese versions must be separately published by the issuer on HKEX e-Submission System ("**ESS**") and also on the issuer's website.

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



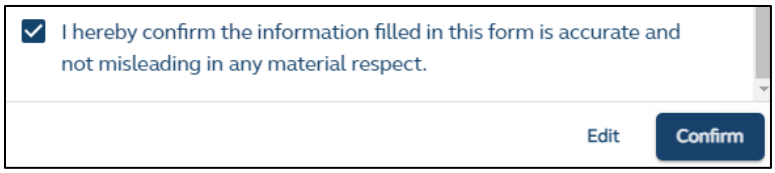
1 **Input Fields:** Input information to be published in the Allotment Results Announcement. Please refer to the ARA Form Fields for list of available data fields.

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.



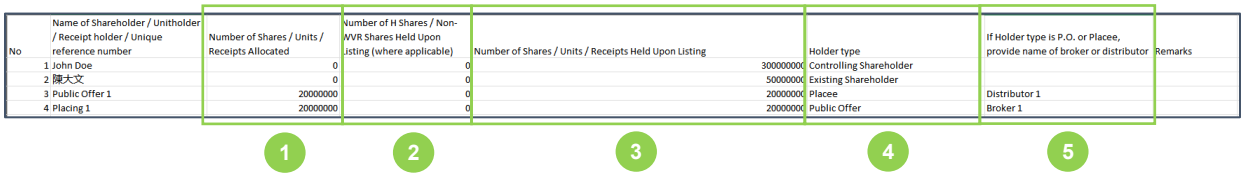
⚠ The ARA Form is not subject to regulatory approval.

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 H Shares / Non-WVR Shares Held Upon Listing (where applicable)	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	0	0	30000000	Controlling Shareholder		
2	陳大文	0	0	50000000	Existing Shareholder		
3	Public Offer 1	20000000	0	2000000	Placee	Distributor 1	
4	Placing 1	20000000	0	2000000	Public Offer	Broker 1	

1 2 3 4 5

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 Applicable only for H share or WVR new listings.

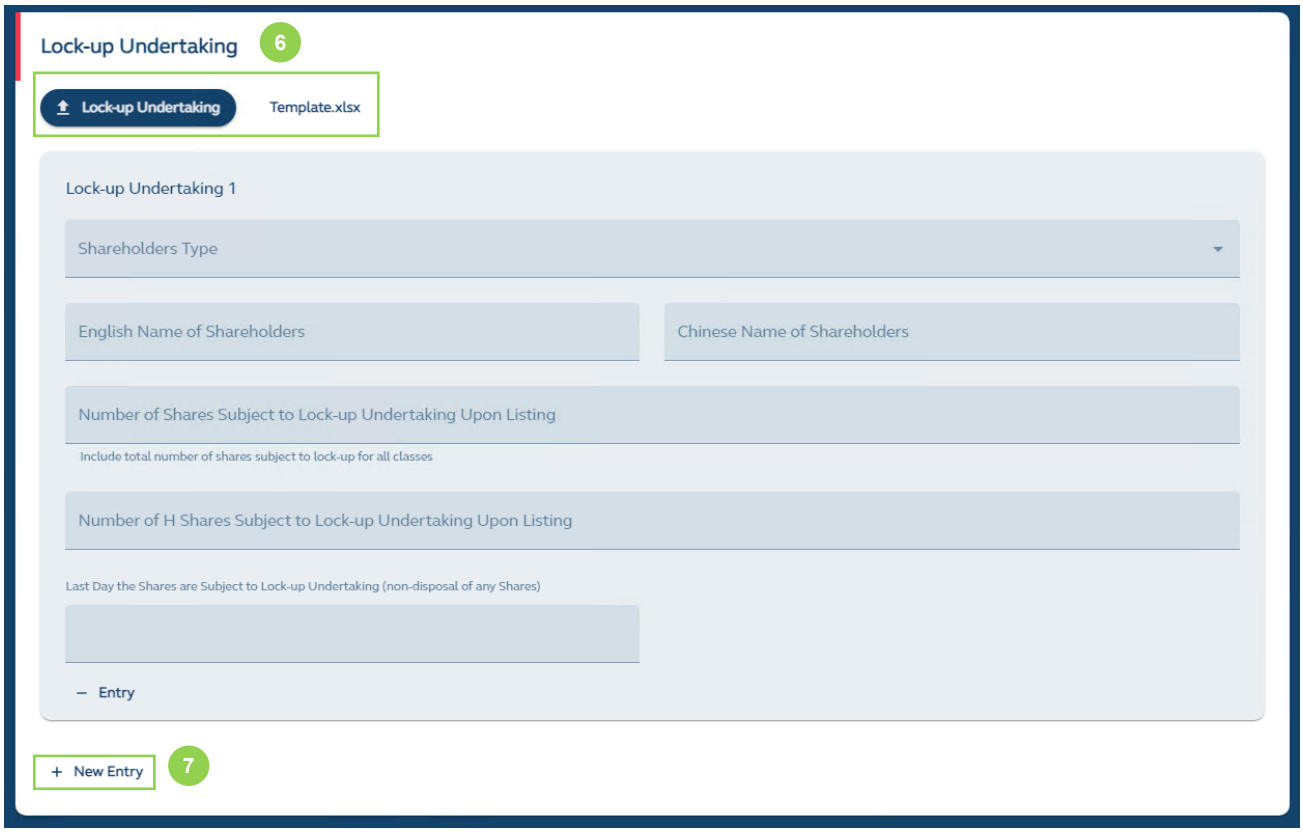
3 Displays the number of shares held by the shareholder upon listing.

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
- Existing Shareholder
- Existing Shareholder + Placee
- Existing Shareholder + Public Offer
- Director
- Director + Placee
- Director + Public Offer

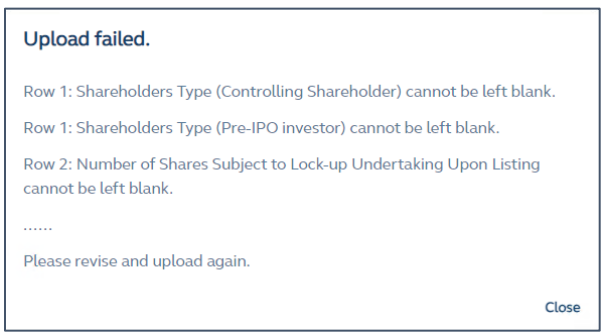
5 If any of the holder types selected are placee and/or public offer, the name of the distributor and/or broker must be entered in this column.

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



6 **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. Bulk upload of lock-up undertakings is also available.

⚠ 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. 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:



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:

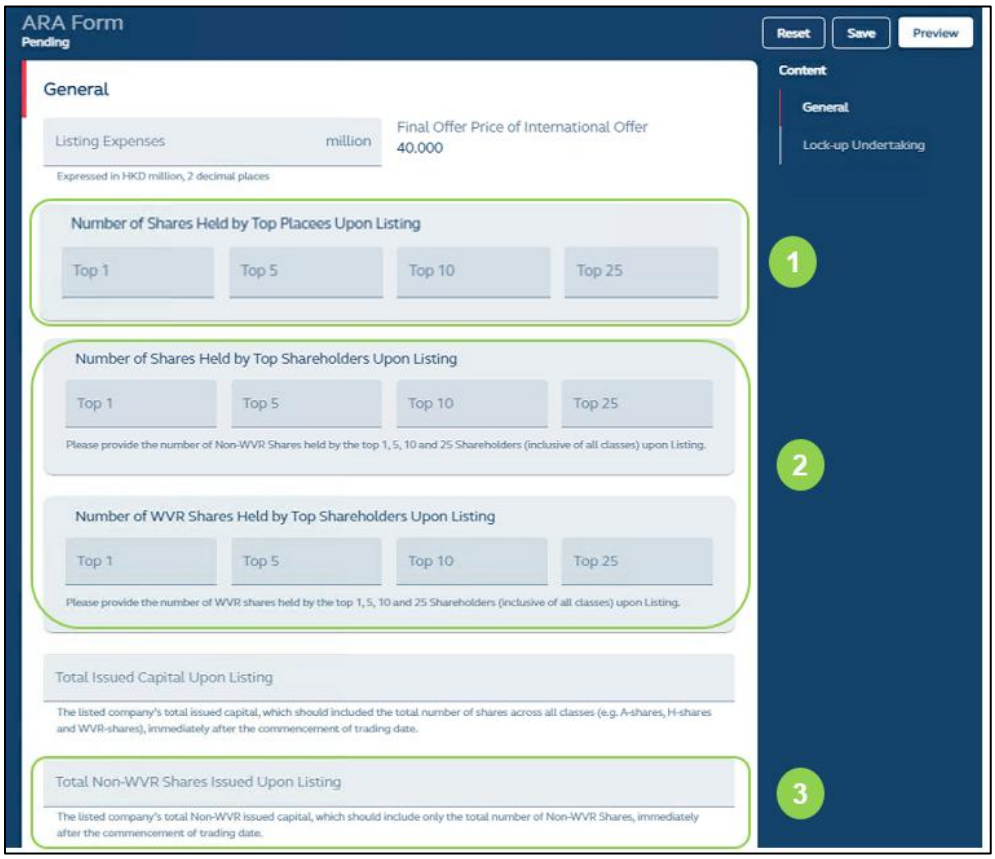


⚠ FINI Users would only need to enter the name of the document (i.e. the Pre-IPO Agreement).

7 **New Lock-up Undertaking Entries:** Manually add additional lock-up undertaking entries.

Under WVR Listings

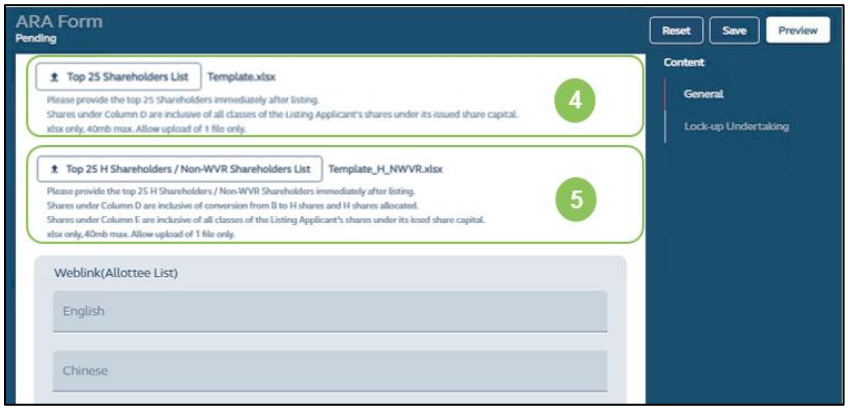
For WVR listings, there are additional data tables that need to be entered and uploaded by the Designated Sponsor to the FINI interface.



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	2	3	4	5	6

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.

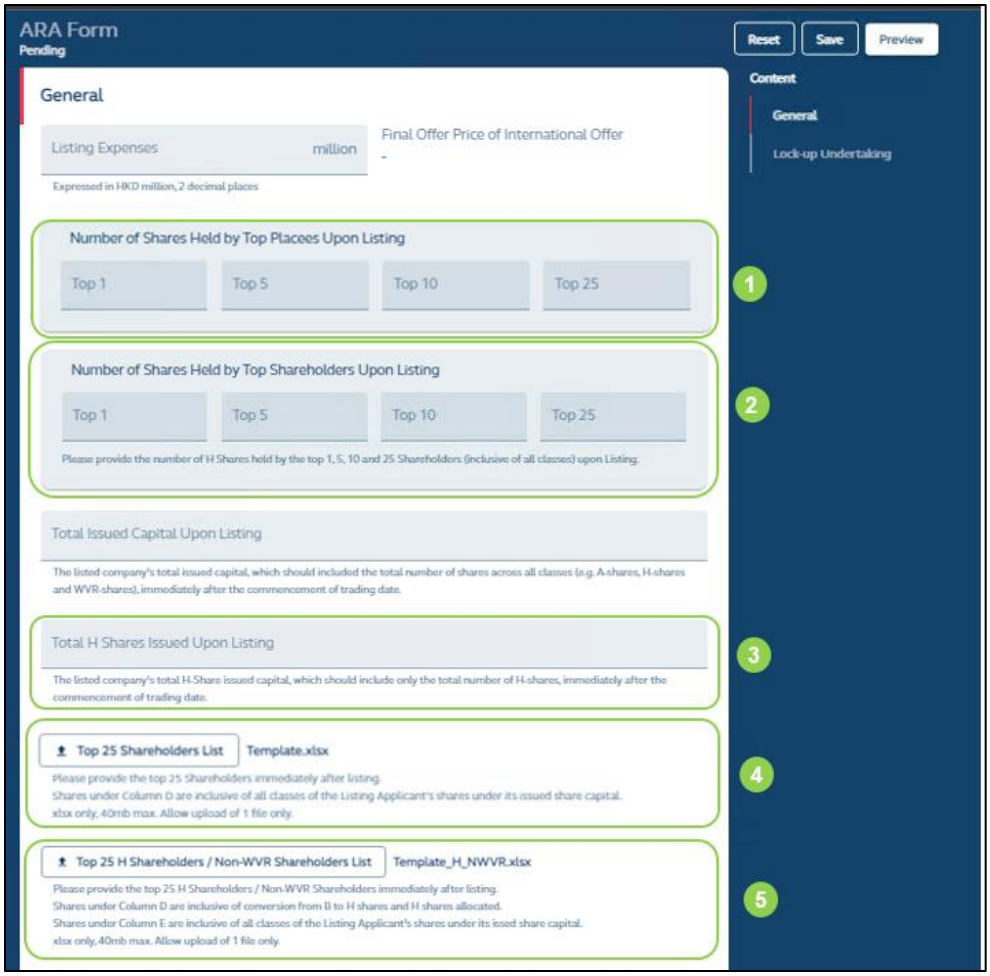
4 Displays the holder type of the shareholder, and one of the following options must be selected:

- 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
- Existing Shareholder
- Existing Shareholder + Placee
- Existing Shareholder + Public Offer
- Director
- Director + Placee
- Director + 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



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.

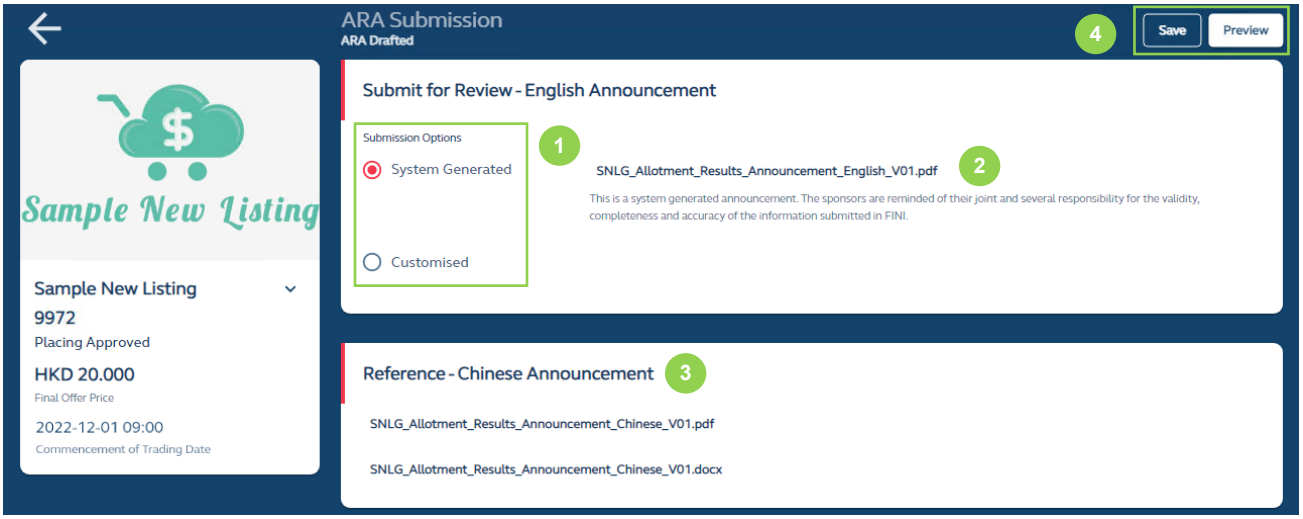
3 **Total H-Shares Issued Upon Listing:** Total number of H-Shares issued upon listing.

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

5 **Top 25 H-Shareholders / Non-WVR Shareholders List:** Same as above for WVR listings.

ARA Document

System Generated Announcement:



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).

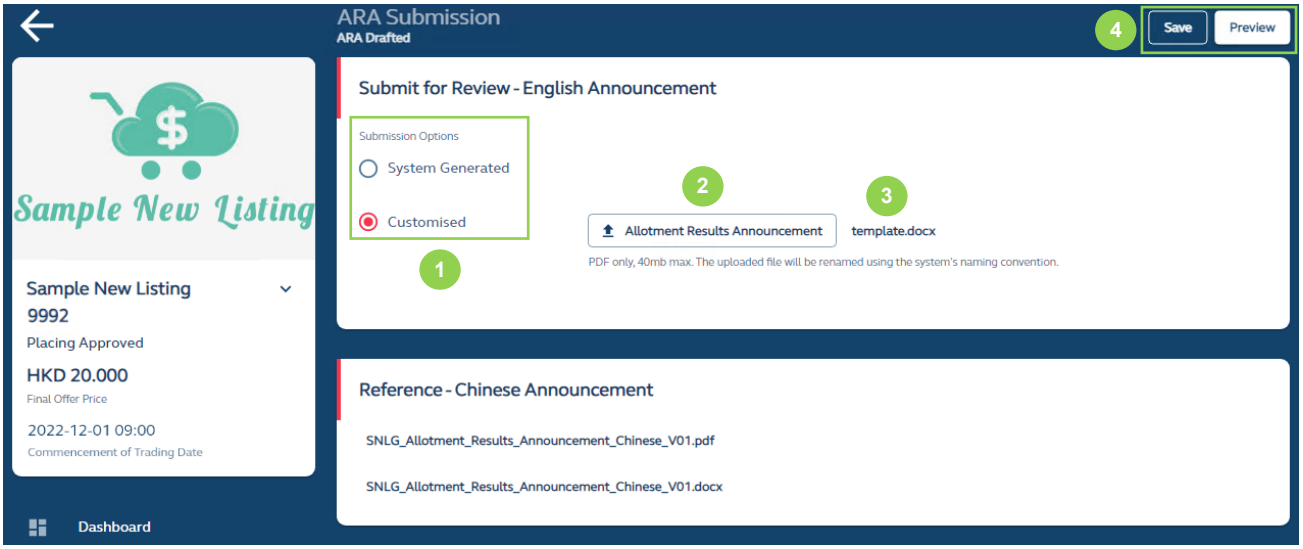
Preview: Provides a preview of the completed announcement before submission by the ESS publication deadline of **23:00 on T+1 / L-1**.

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



5 **ARA Document**: Every time the ARA form is submitted, an updated version of the ARA Document in both English and Chinese and both .pdf and .docx file formats will be available for download.

Customisable Downloadable Word Document:



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*

**see note at the end of the announcement*

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

The number of offer shares above is determined after taking into account the additional shares issued under the following Offer Size Adjustment Option

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

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.

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.

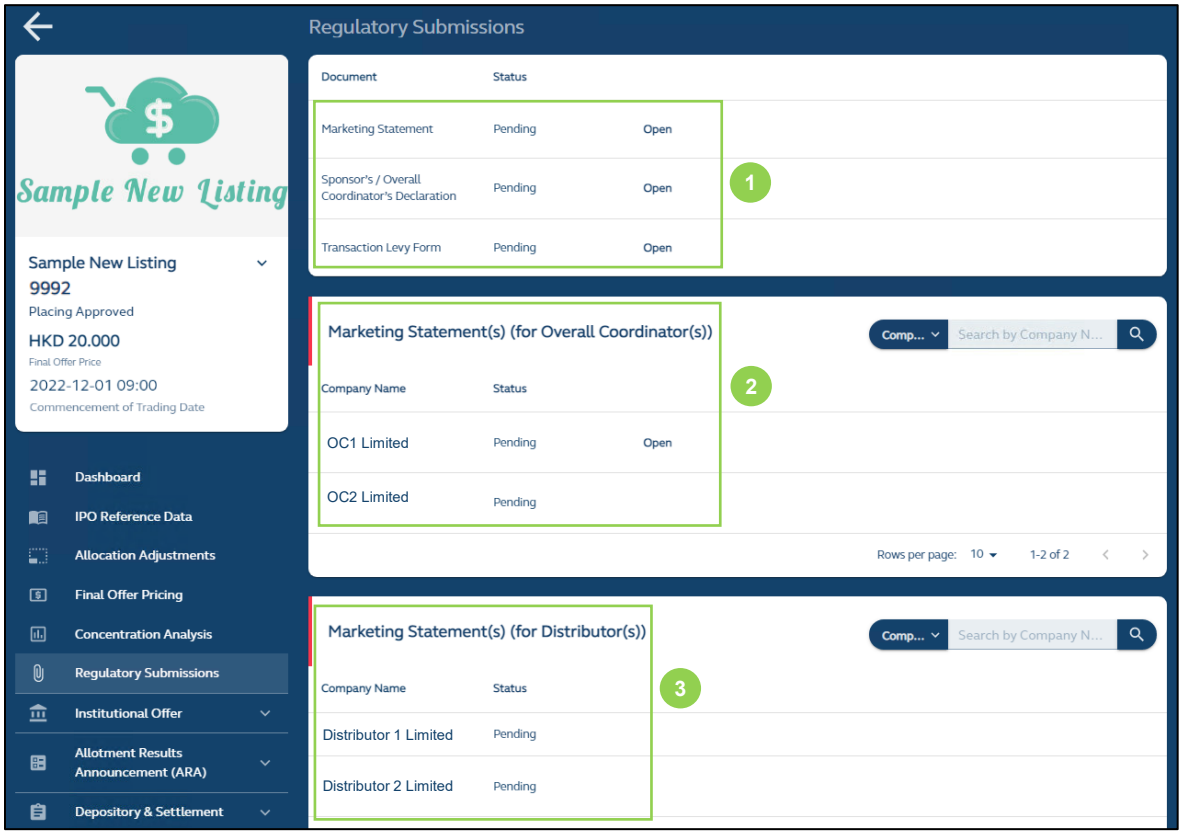
The Regulatory Submissions function is available after the placee lists have been approved by the Regulators and all e-forms must be submitted prior to the commencement of trading.

⚠ 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):





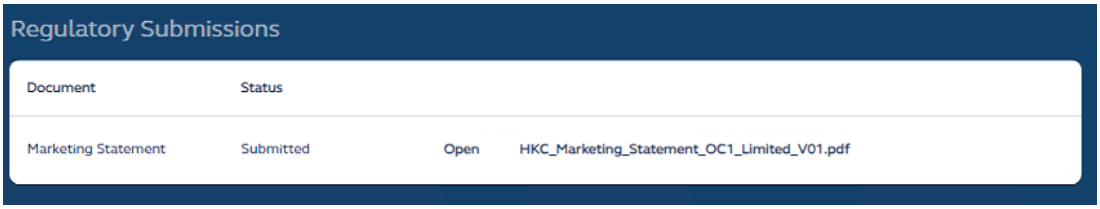
1 **Forms required to be submitted by the user:** All forms required to be submitted by the user will be shown at the top. The above example is from the perspective of a Sponsor user and the two required forms that are required to be submitted by the Sponsor are the Sponsor's Declaration and Transaction 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.

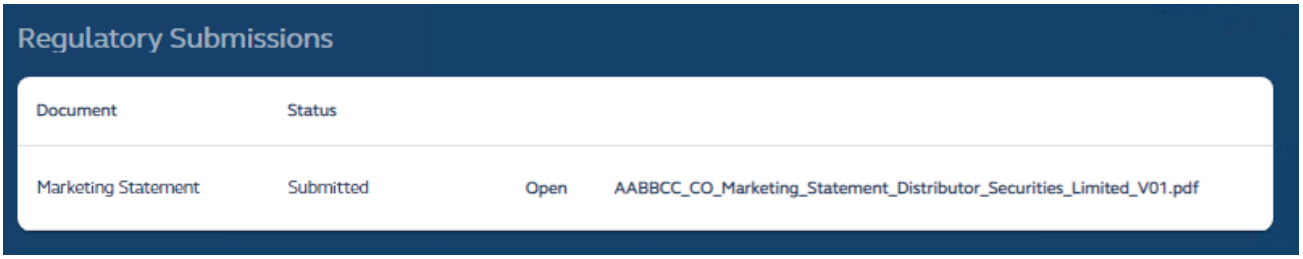
The submission status page would look like this after submission:



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.

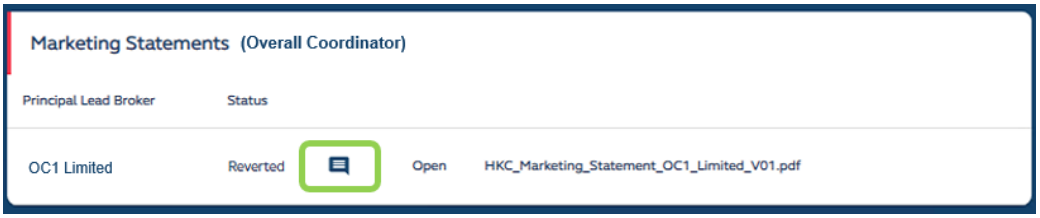
Distributors may only access and view their own Marketing and Independence Statements:



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.



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.

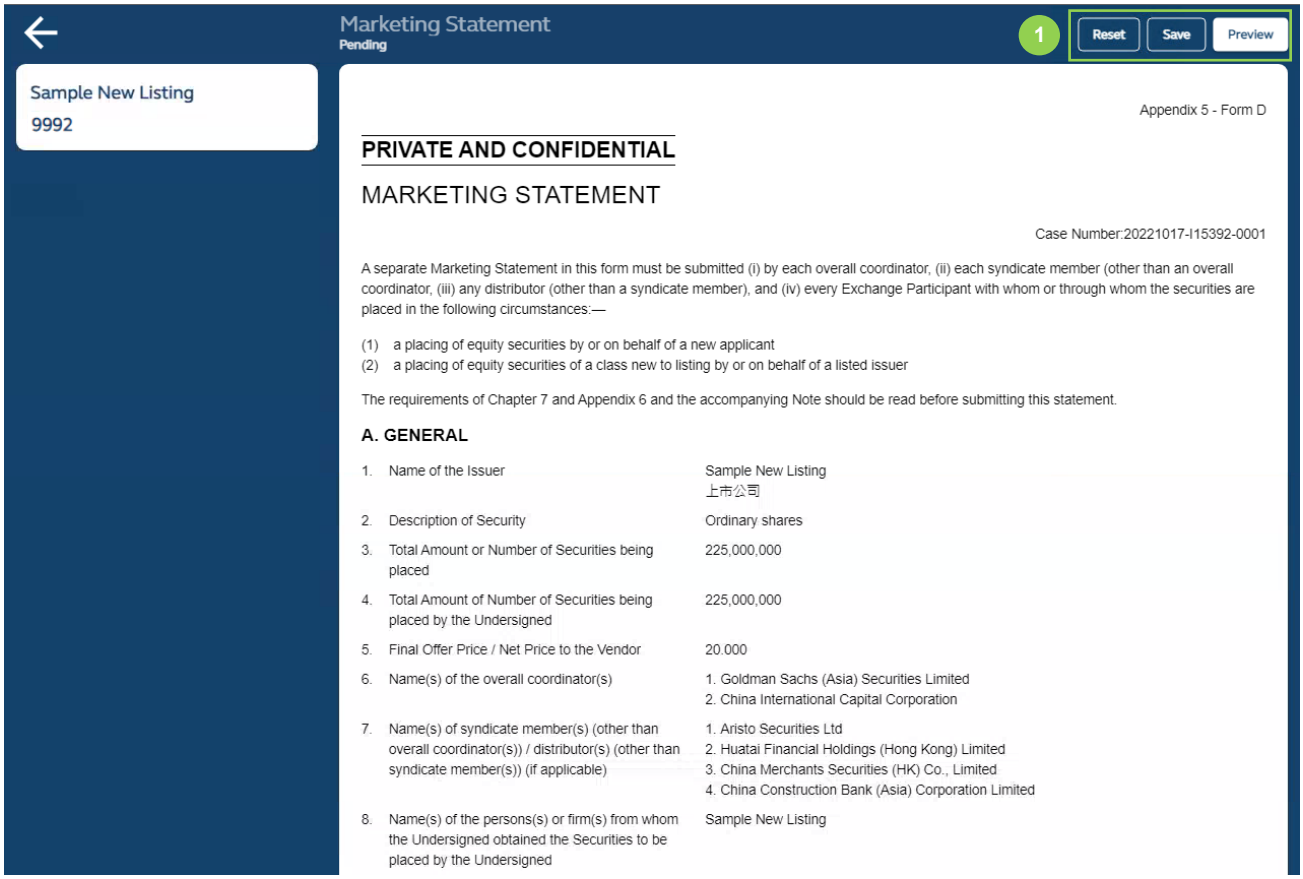
Distributors may only access and view any comments raised on their own Marketing and Independence Statements.

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 has been allocated, grouped by client category and board lots.

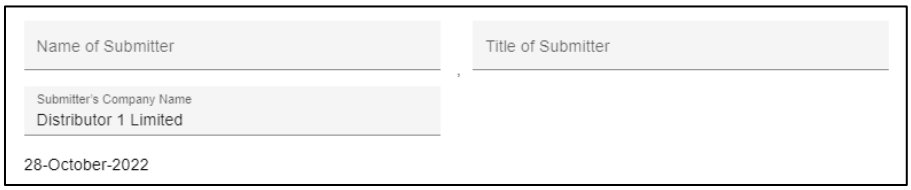


1 **Reset:** Resets and restores all data fields in this form to their default values.

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

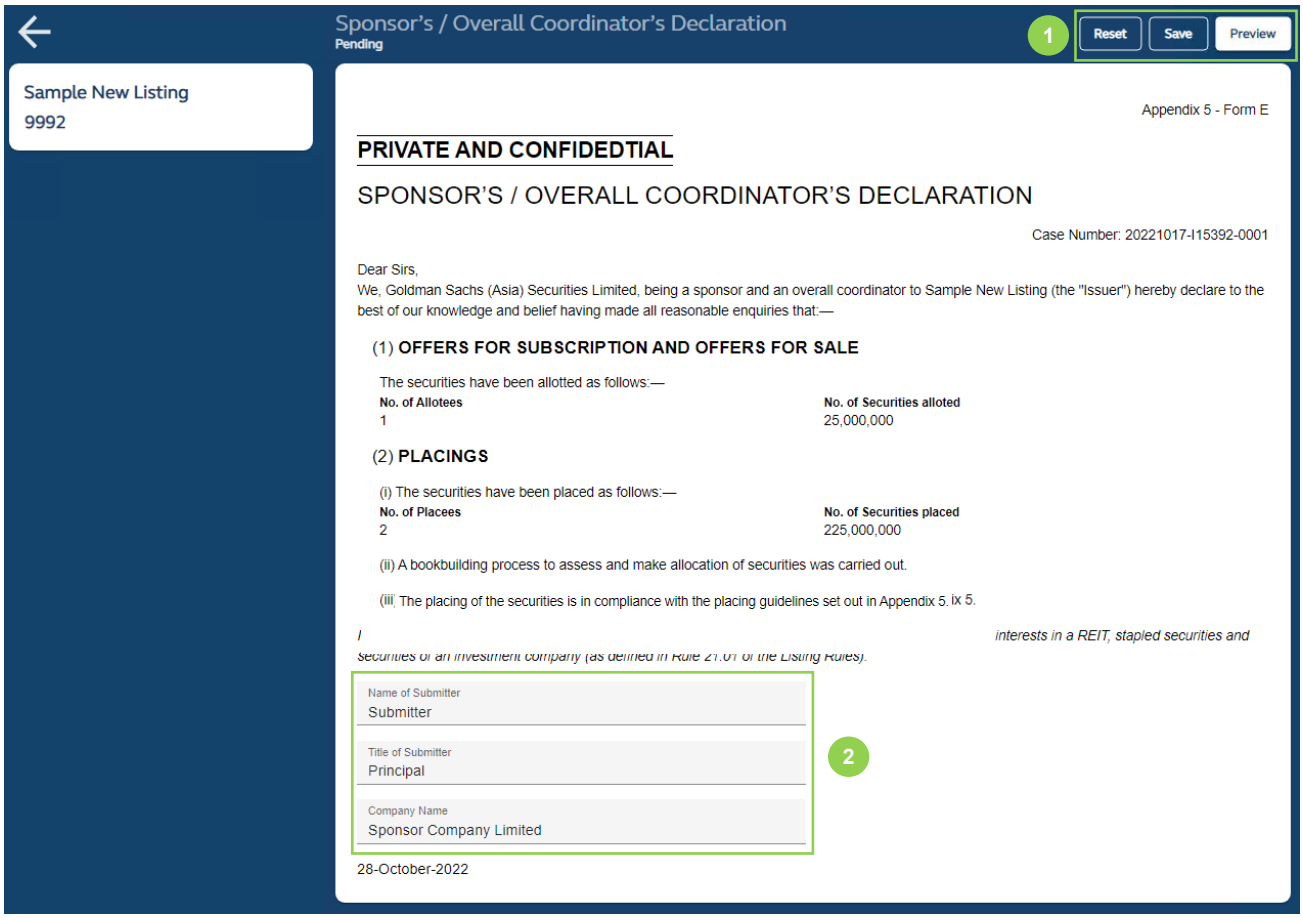
Preview: Provides a preview before submission.

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



(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:



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

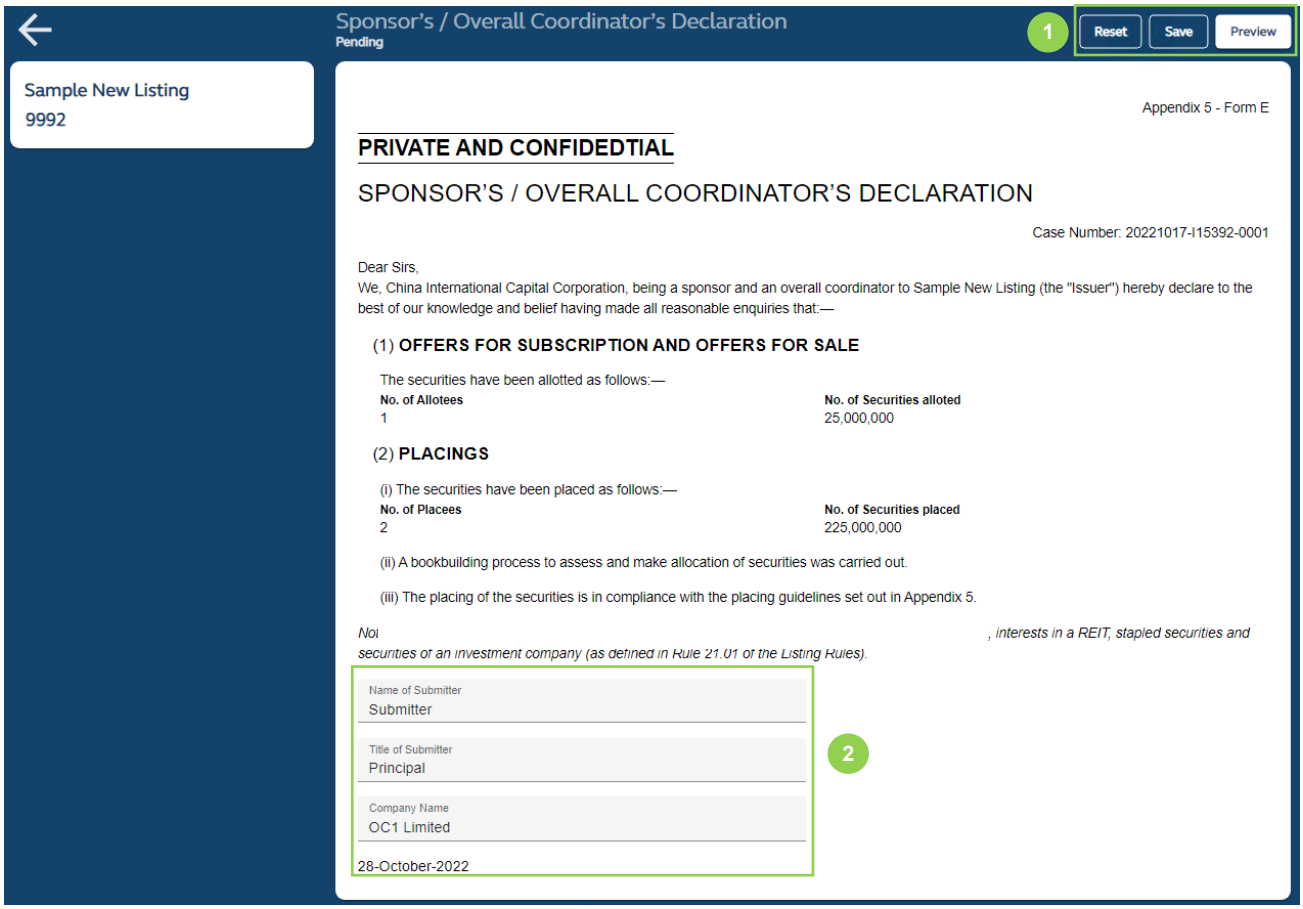
Save: Saves the draft (user may return to work on the draft e-form at a later time).

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:



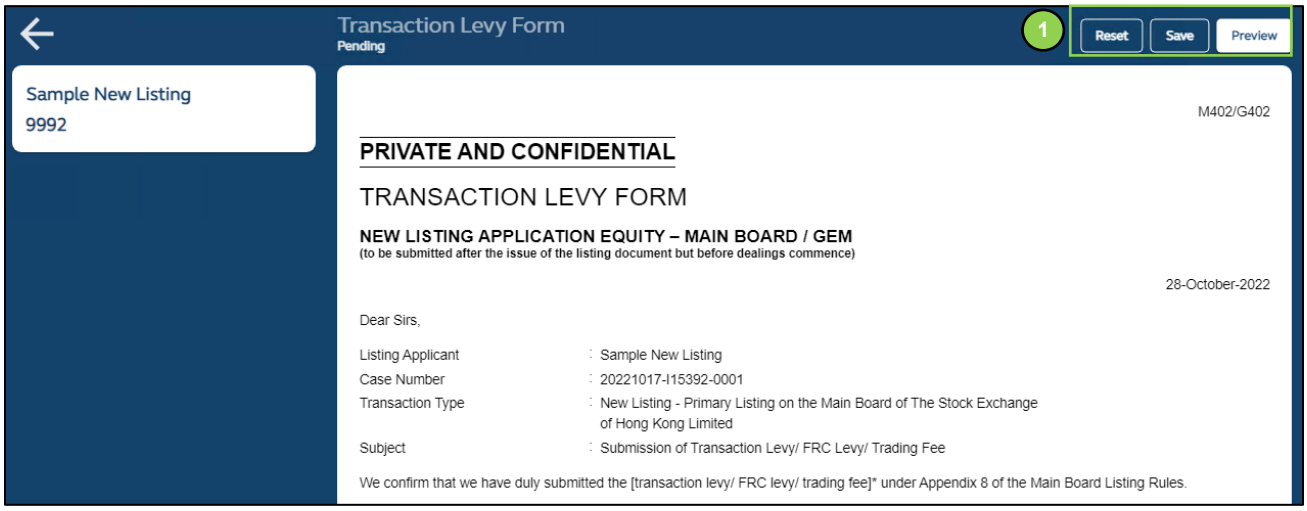
1 **Reset:** Resets and restores all data fields in this form to their default values.

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.



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).

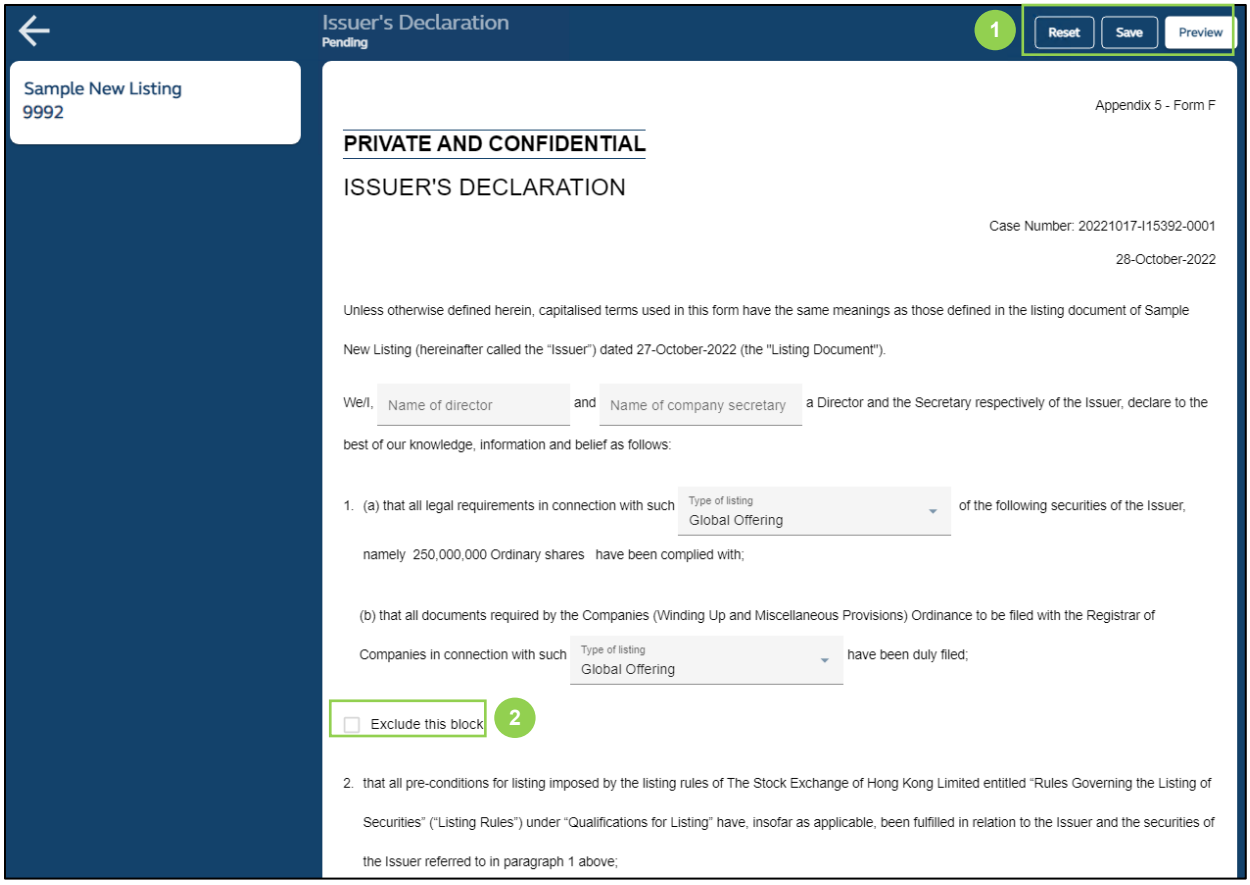
Preview: Provides a preview before submission.

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



(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 the Guide.

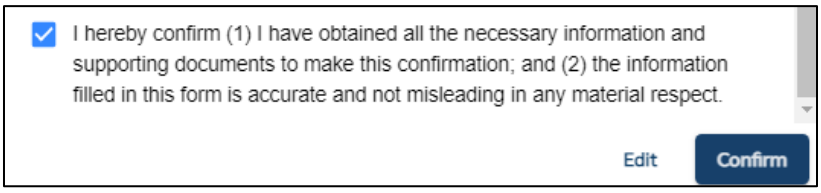
⚠ Prior to submission of the form, the Legal Adviser (for Issuer) must download the completed form for signature by the issuer's director and company secretary (where applicable) and upload a scanned copy of the form for submission .



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:



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.



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.



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 or before 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 description below 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 inputted data entries.

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-depositary 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.

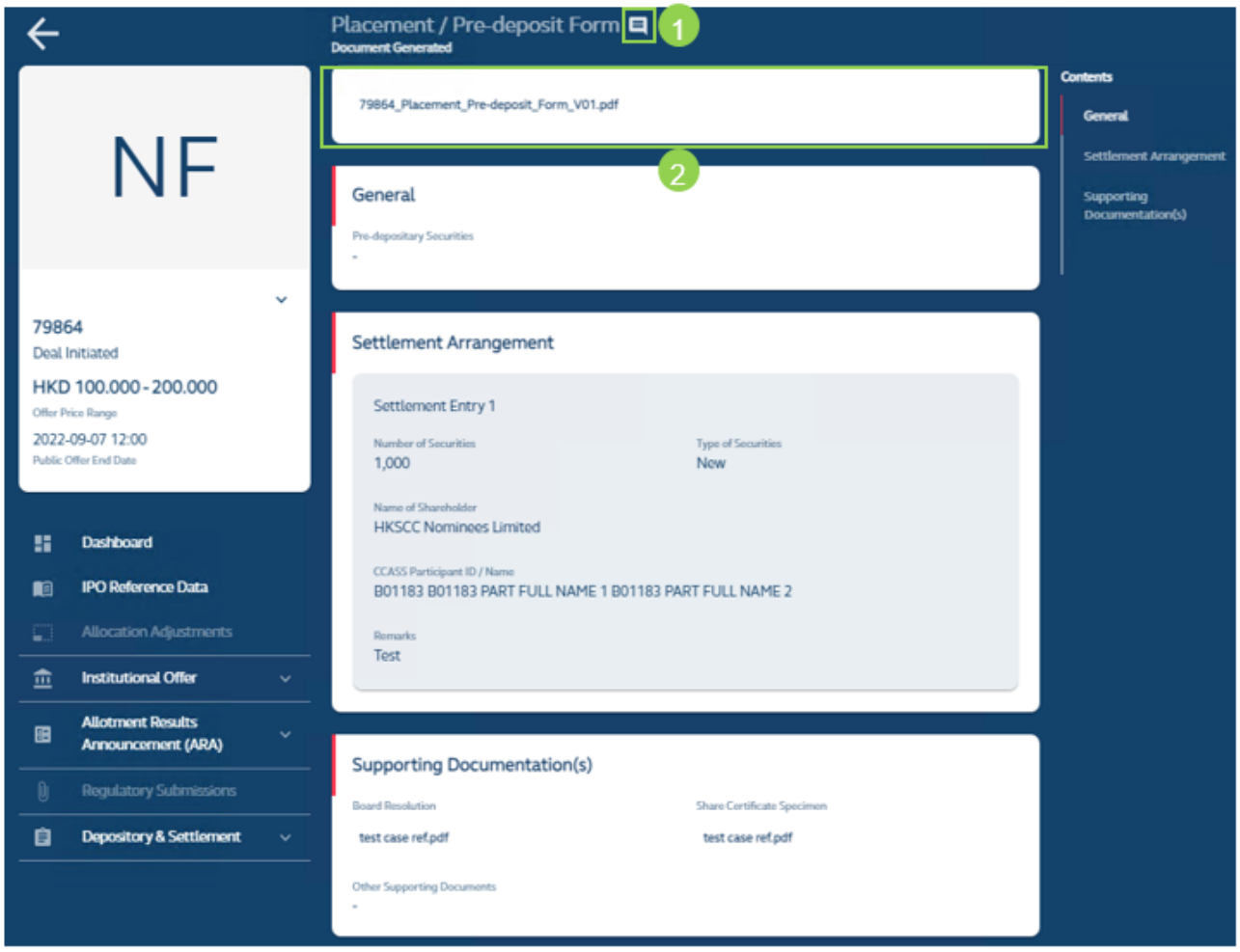
7 **Settlement arrangement section:** Refers to settlement entry details, which are mandatory for inputs before the form can be submitted.

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 depository 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:



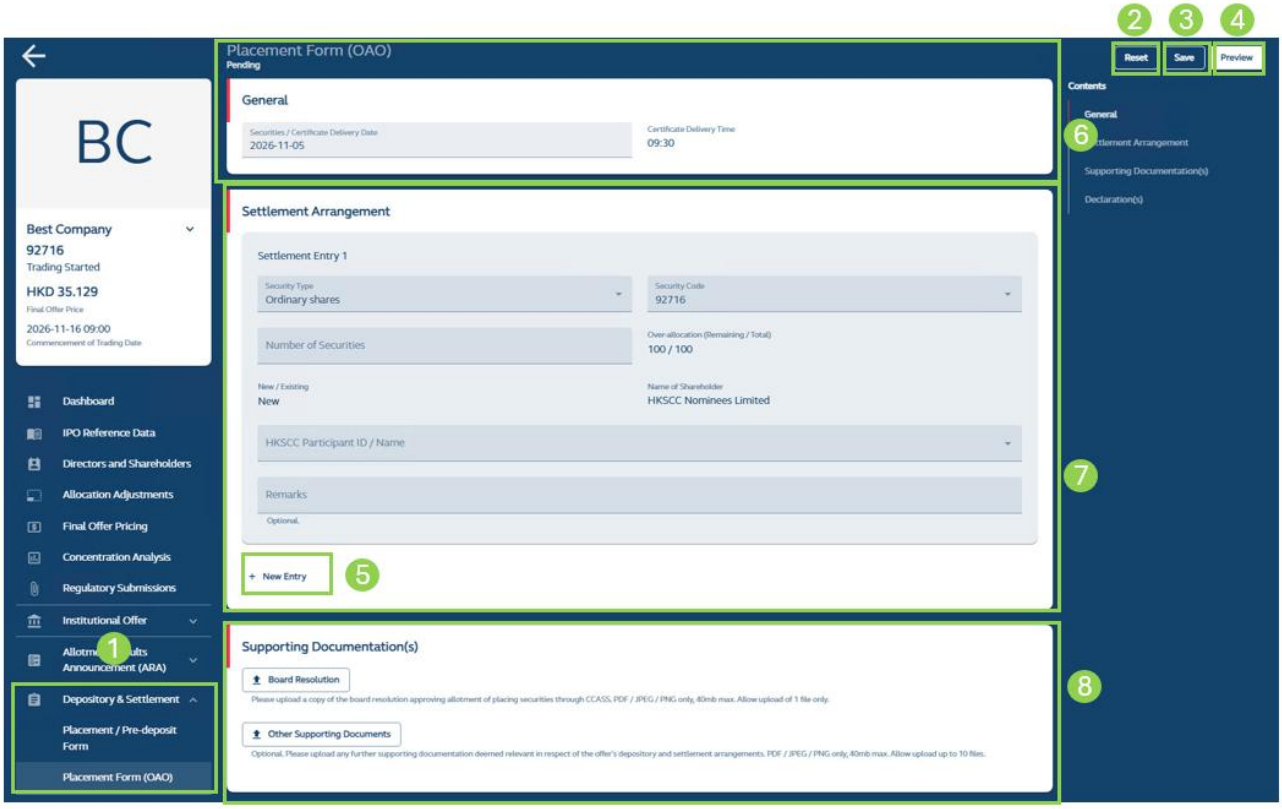
1 **Comments:** Conditional that HKSCC has reverted the form for user to amend, the relevant comments would display once icon is selected.

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.

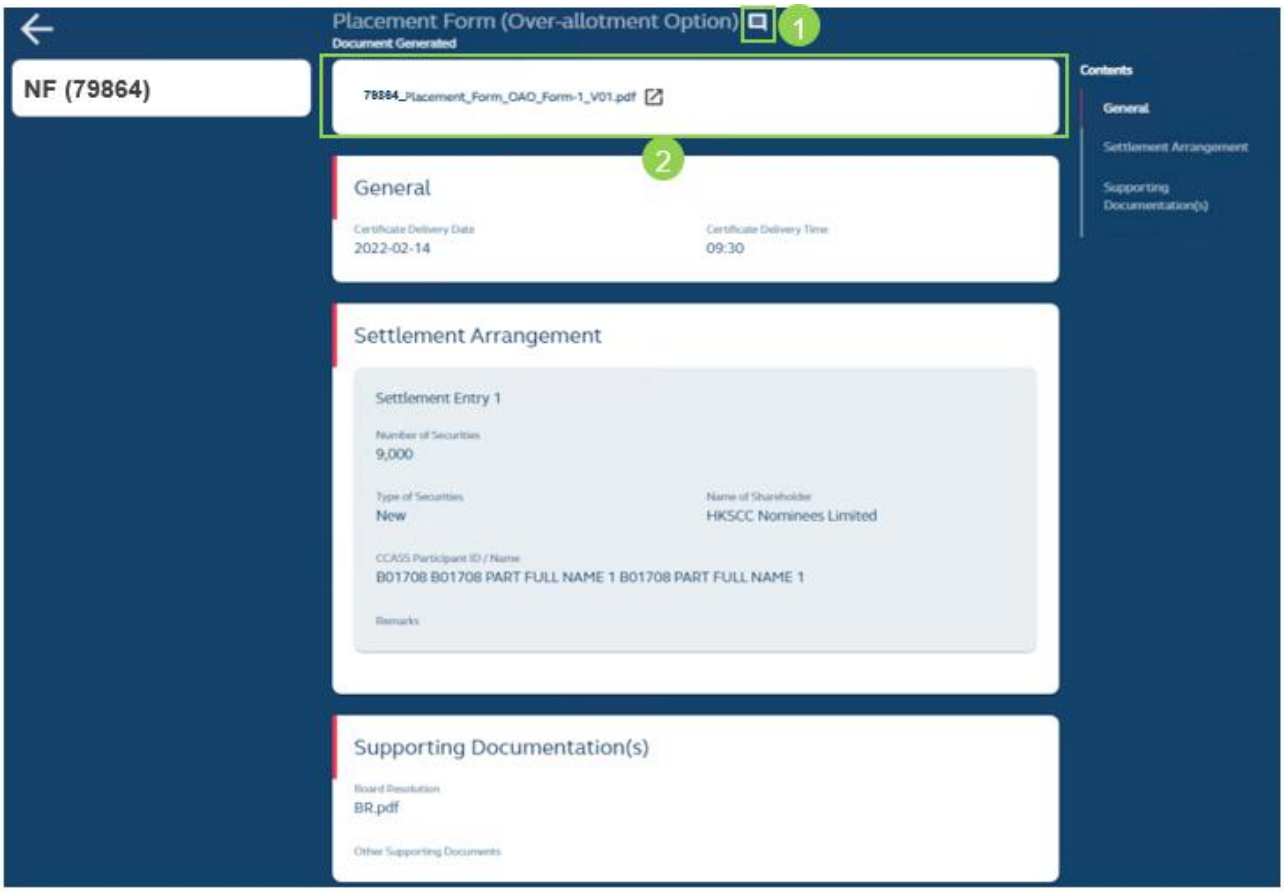
6 **General section:** Section containing securities / share certificate delivery date; and where applicable, the input of name of depositary or trustee-manager.

7 **Settlement arrangement section:** Refers to settlement entry details which are mandatory for inputs before the form can be submitted. 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



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).

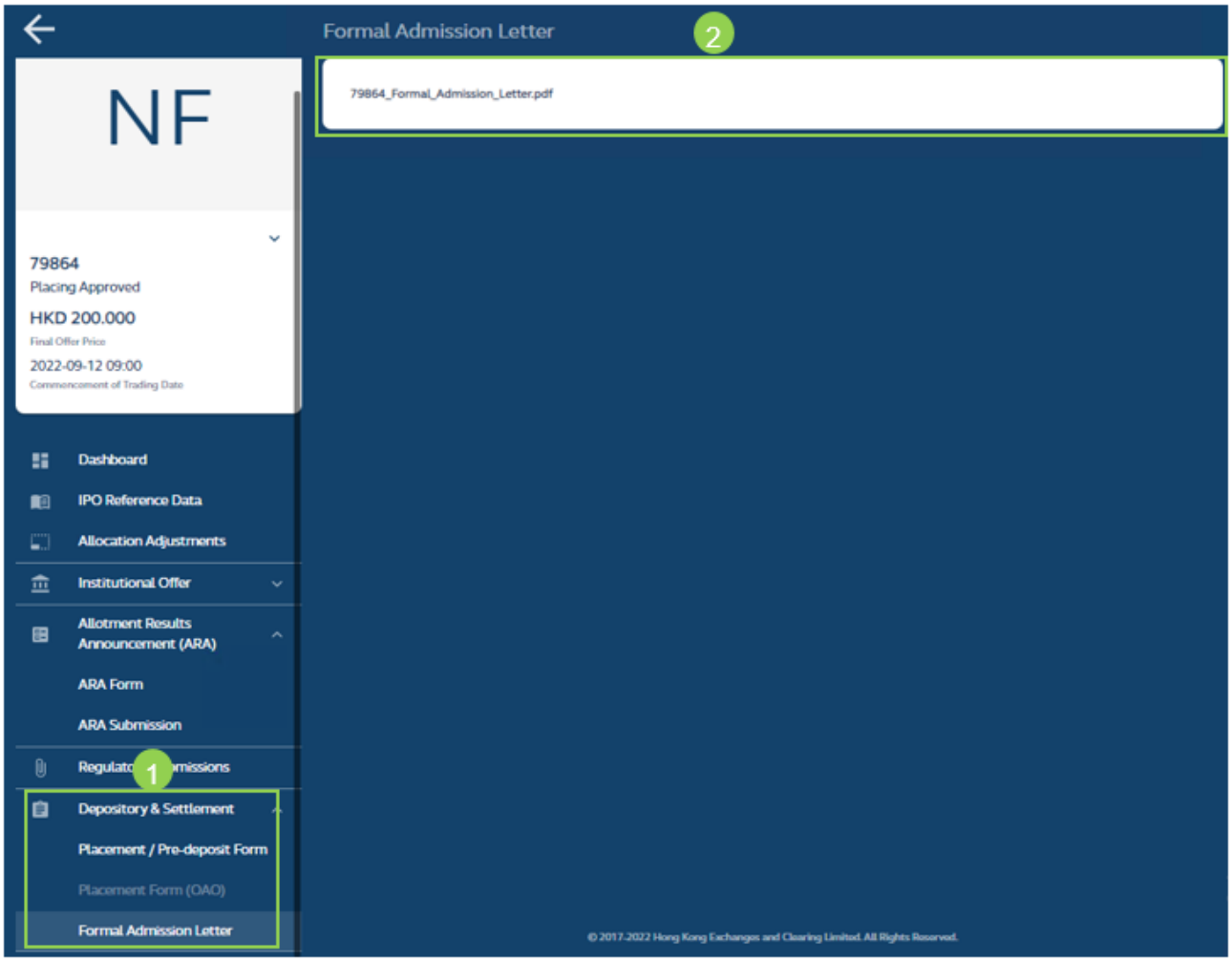
3 **Save button:** Saves the current snapshot of values inputted.

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.



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).

2 **List:** Downloads all selected audit log.

3 **Filter:** Filters the data table based on Company Name, Stock code, Report Data or Report Name.

4 **Search bar:** Searches the data table by a specific field, including Company Name **[Default]**, Stock code, Report Data or Report Name.

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 reason 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 basis[5].

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 is 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	Before prospectus publication	✓ Public Offer Start Date ✓ Public Offer End Date ✓ Pricing Date ✓ Commencement of Trading Date
Deal Initiated	After prospectus publication but before offer pricing confirmed	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 /	After offer pricing confirmed but before commencement of dealings	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.

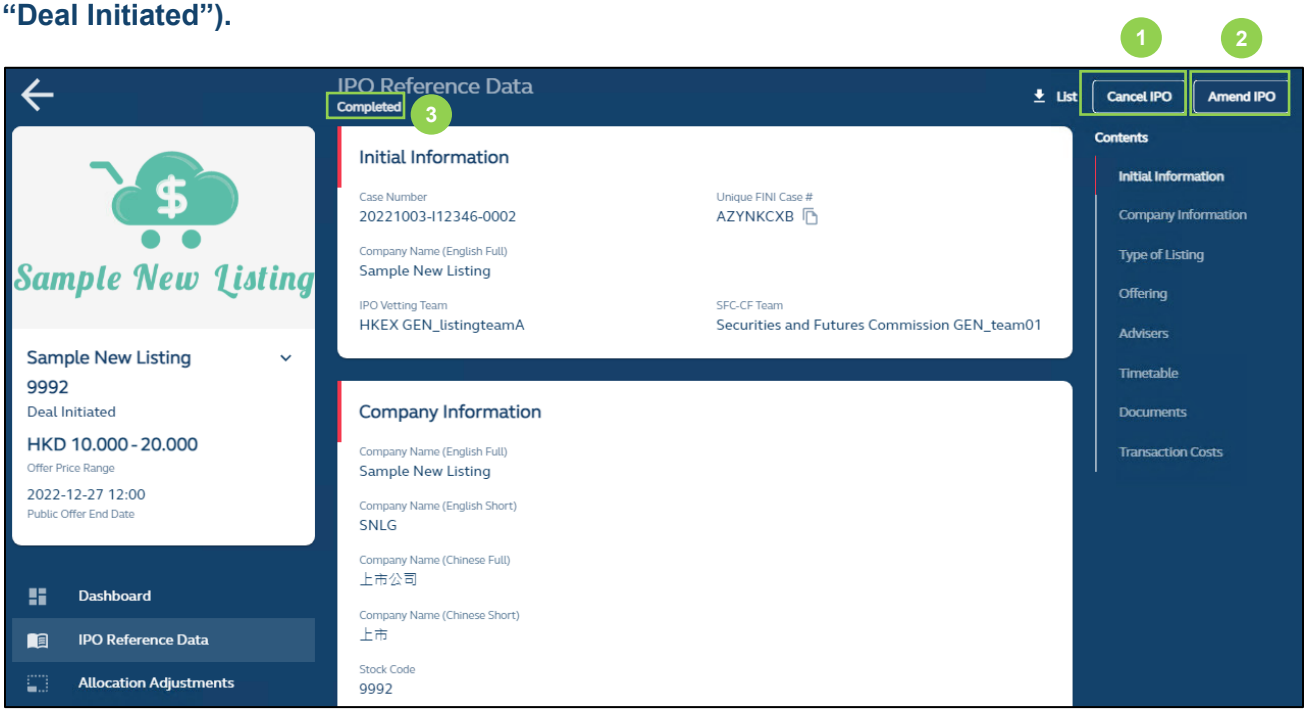
System Status	Stage of IPO	Possible dates in the Timetable an Issuer may amend
Placing Approved / Allotment Results Approved		✓ Commencement of Trading Date

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").

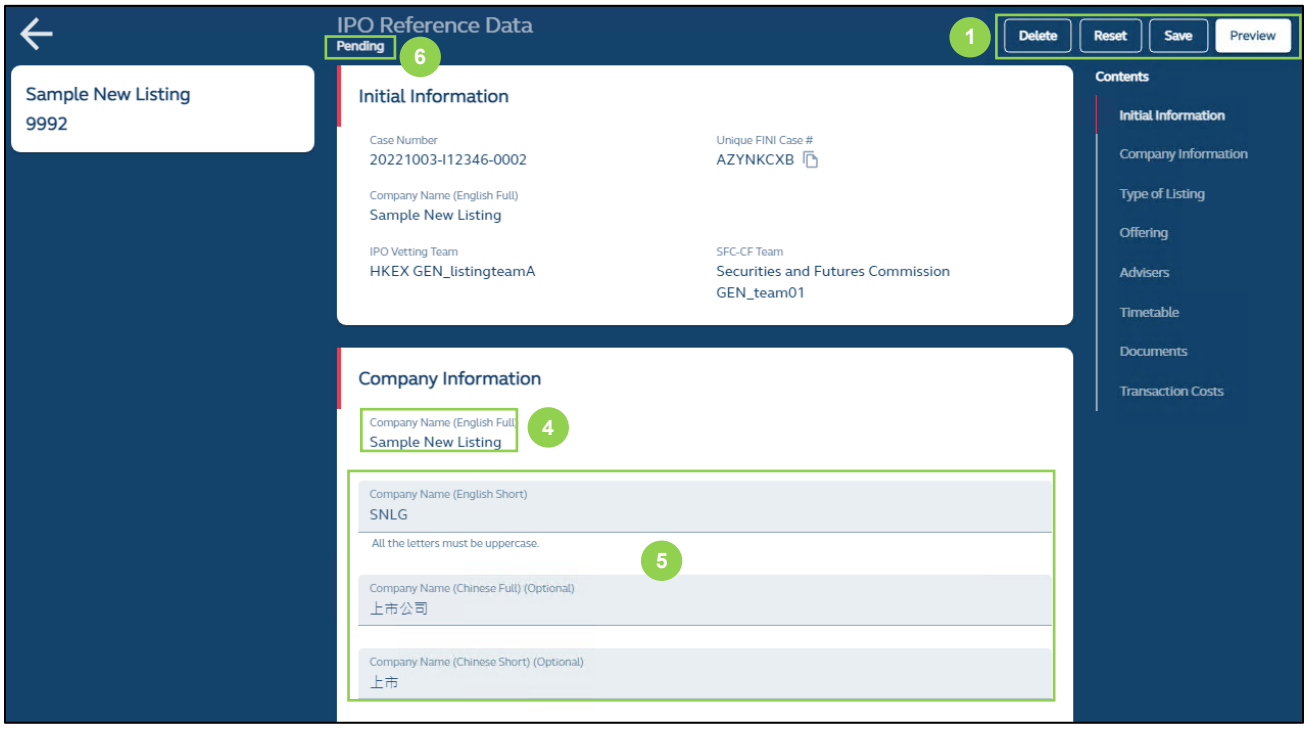


1 **Cancel IPO:** For the Designated Sponsor to initiate IPO Cancellation.

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:



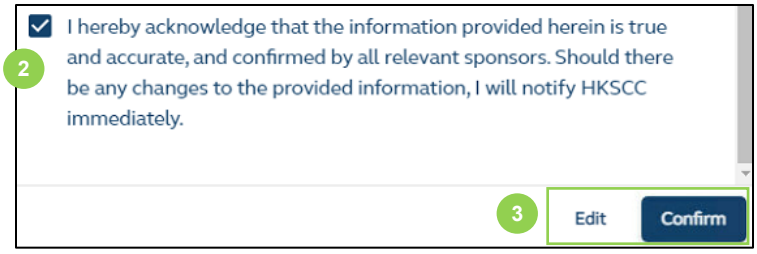
1 **Delete:** This button allows the submitting user to delete the draft changes made to the IPO Reference Data fields and will send the user back to the “Completed” page of the IPO Reference Data.

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”).



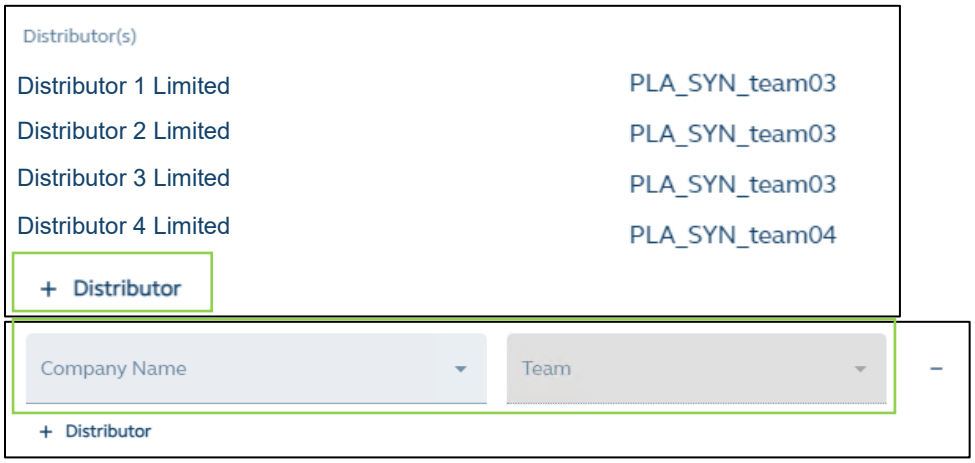
2 **Acknowledgement:** The Designated Sponsor is required to acknowledge that the information input is true and accurate, identical to its submission of the IPO Reference Data.

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.

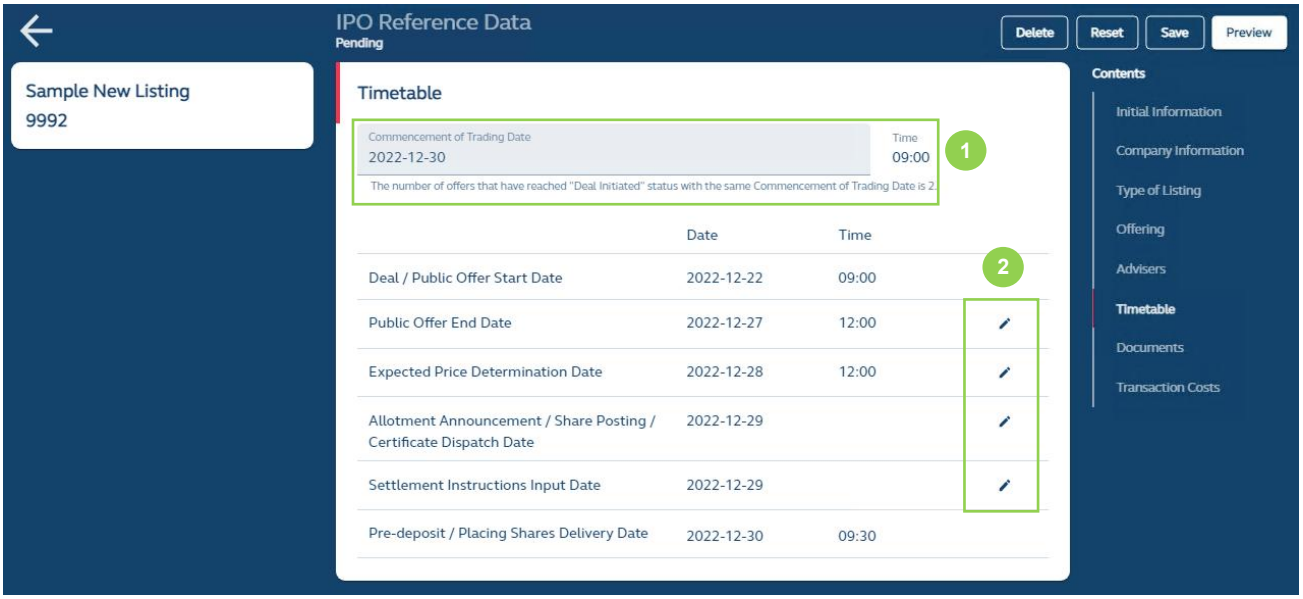
The Designated Sponsor will be able to add, but not remove, Distributors after the list of advisers have initially been cleared by HKSCC under the first submission of the IPO Reference Data.



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.

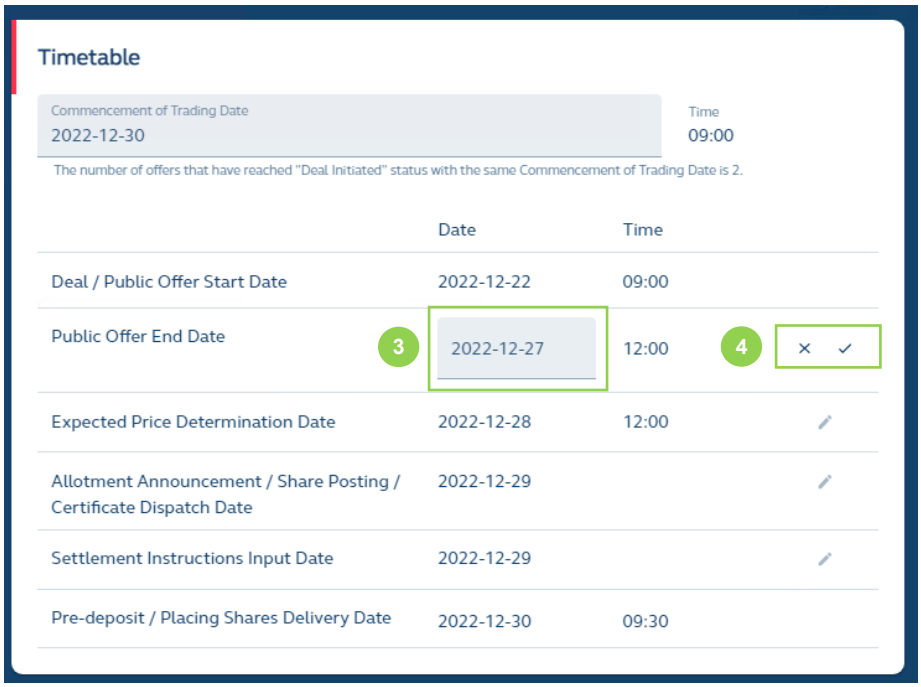
Sample timetable amendment for "After prospectus publication / Before pricing":

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.

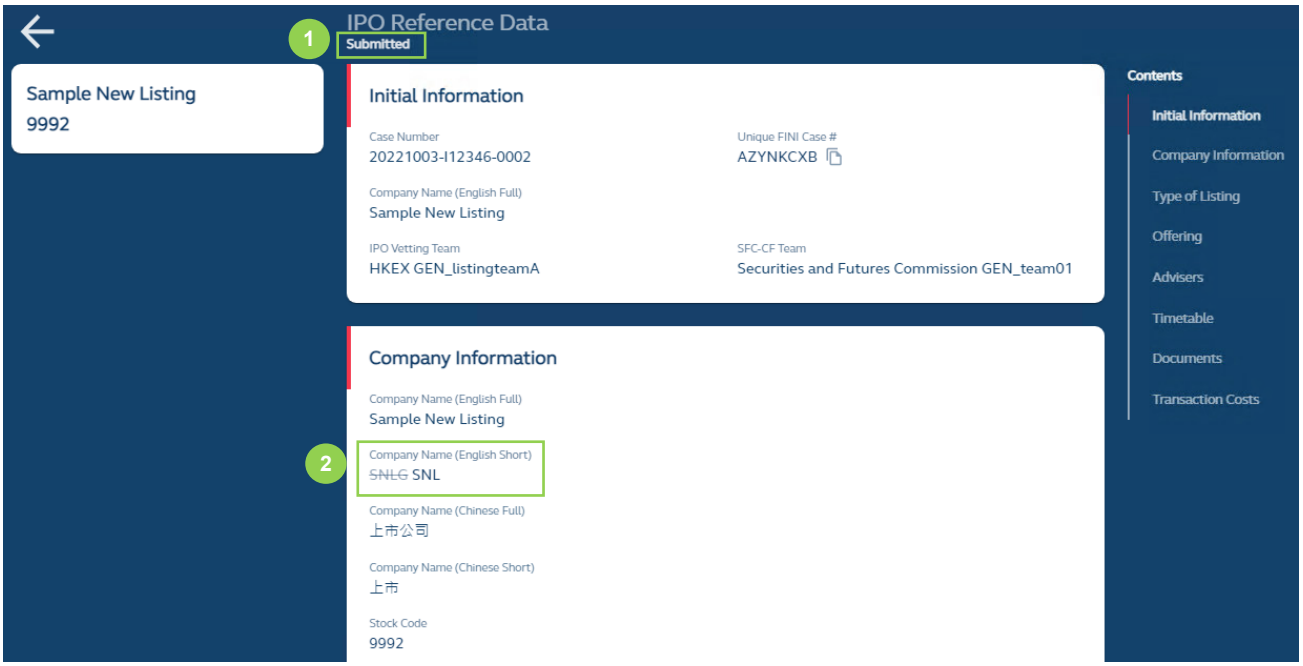
2 **Toggle Edit:** Amend each individual date (if permitted).



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:

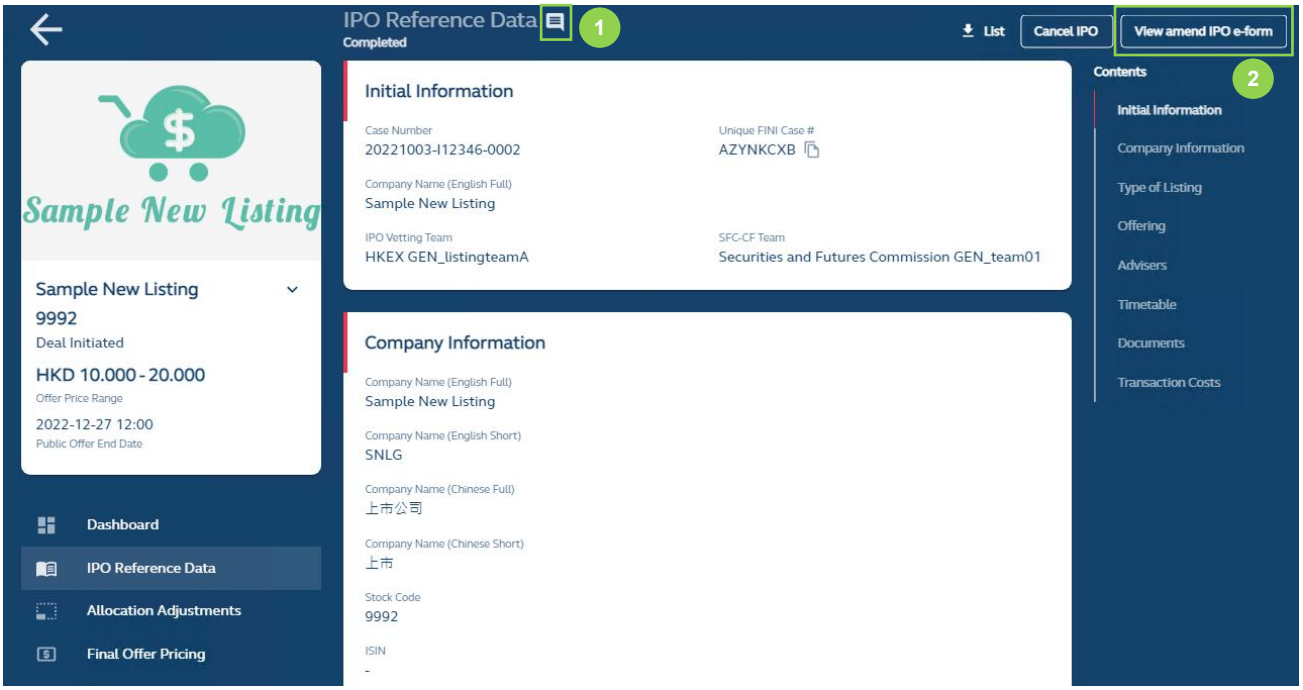


1 **After Submission:** FINI will redirect the user to the amended IPO Reference Data page, where the status will be shown as “Submitted”.

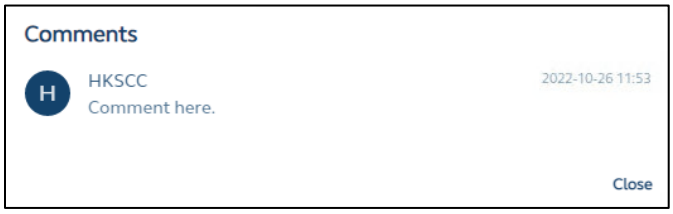
2 **Amended Reference Data Fields:** All amended reference data fields will be shown as “tracked changes”, where the old reference data is struck-through. Once the revised reference data has been approved by HKSCC, the marked changes will disappear and only the final submission will be displayed.

Comments by HKSCC:

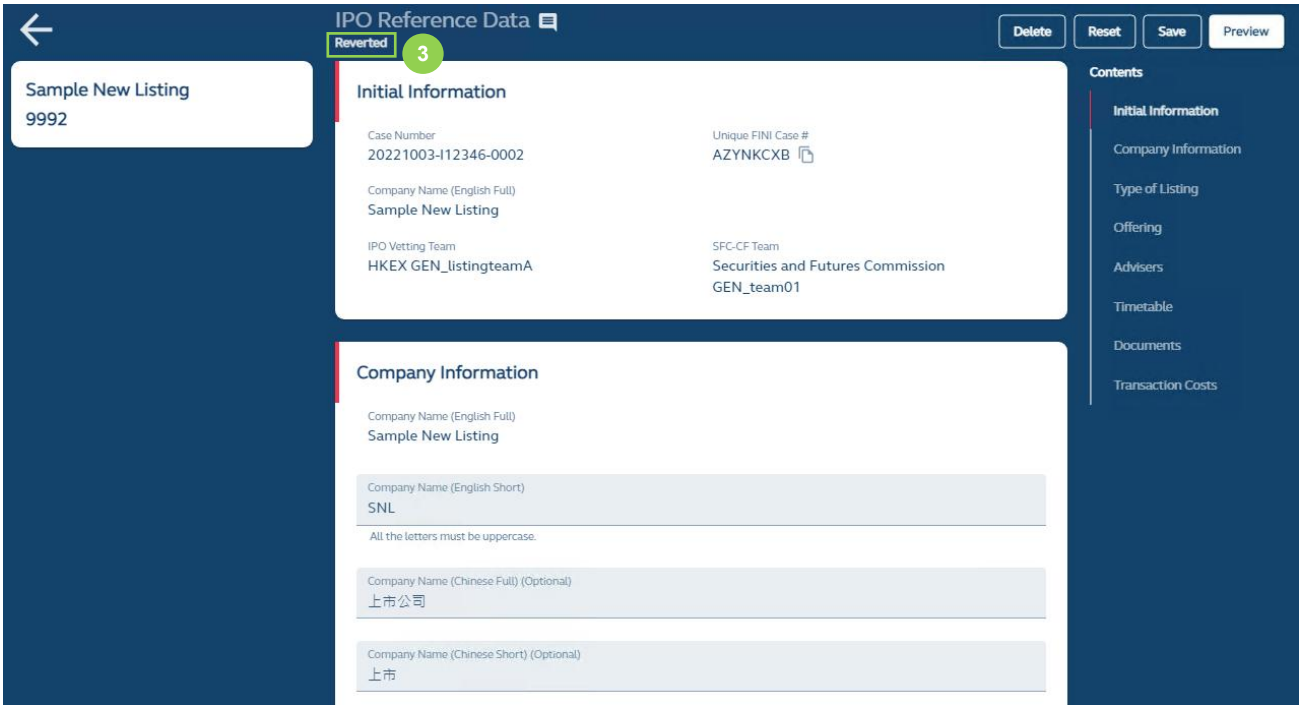
Any comments be raised by HKSCC during their review will follow the same flow as the IPO Reference Data function:



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:



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



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.

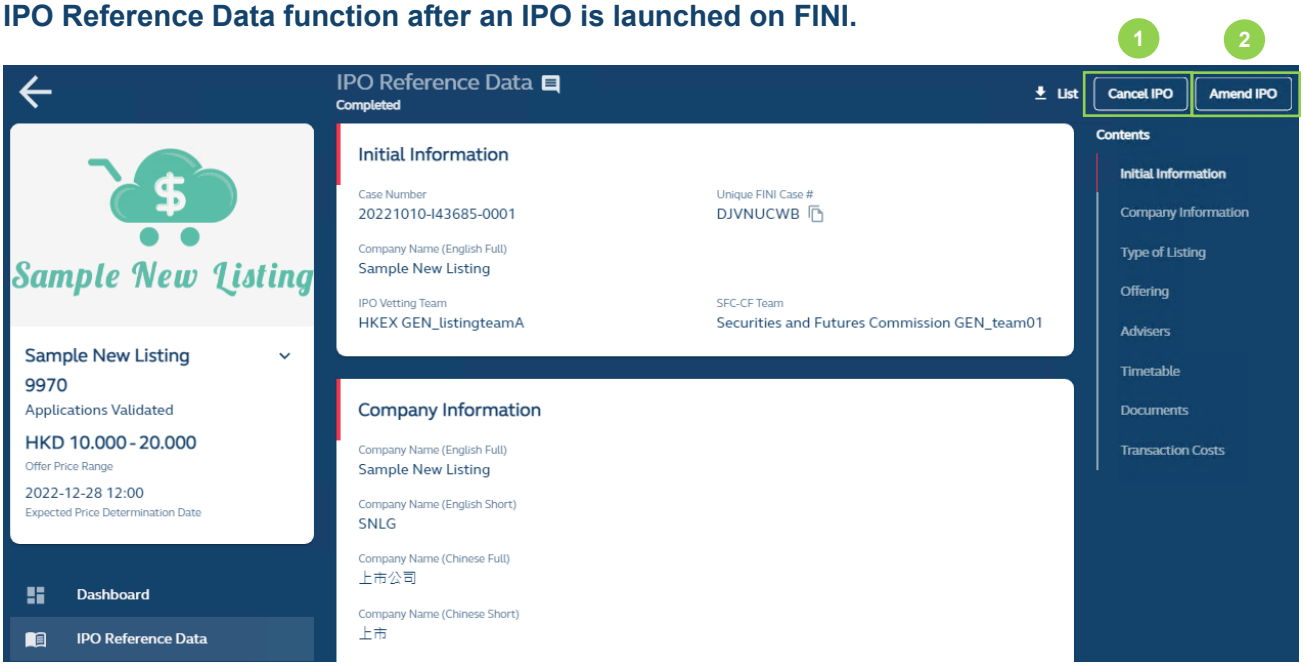
The Designated Sponsor would need to submit this new reference data and is required to ensure all data fields are updated and accurate (e.g. new listing timetable, offer structure, transaction costs, upload a new prospectus or supplemental prospectus etc.) prior to submission for HKSCC clearance.

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

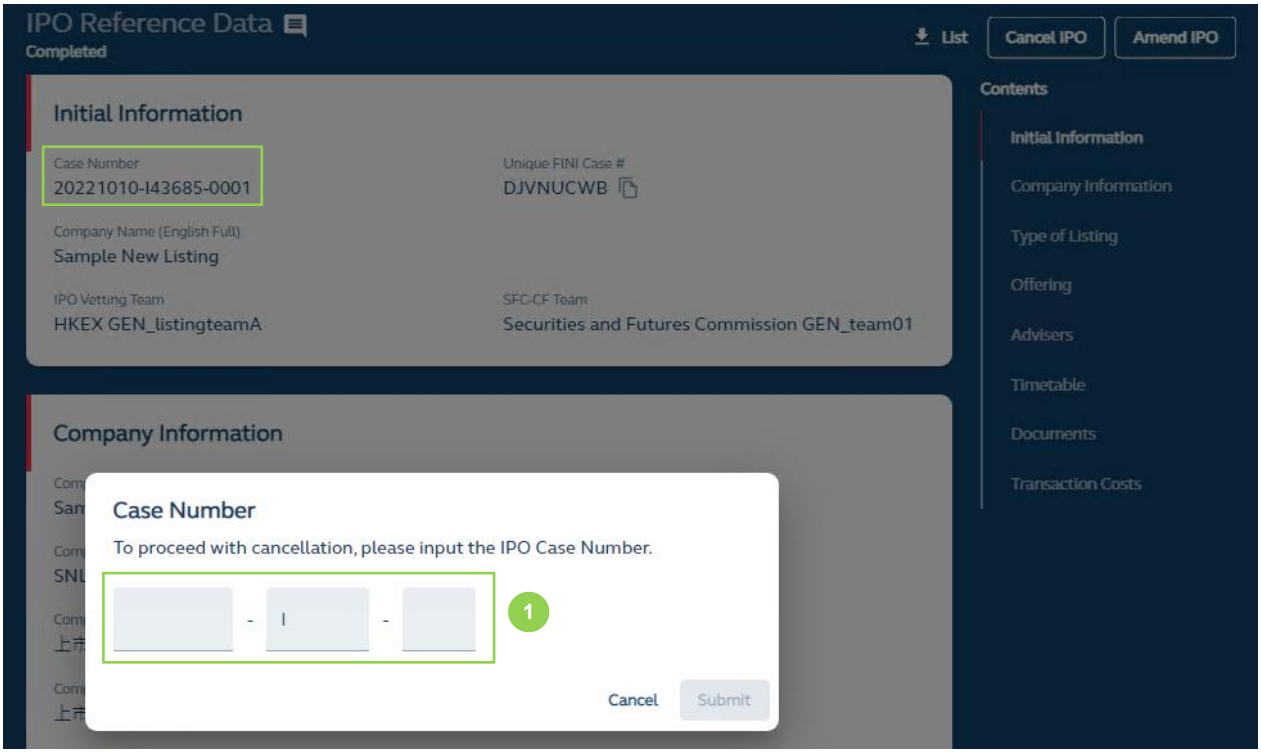
IPO Reference Data function after an IPO is launched on FINI.



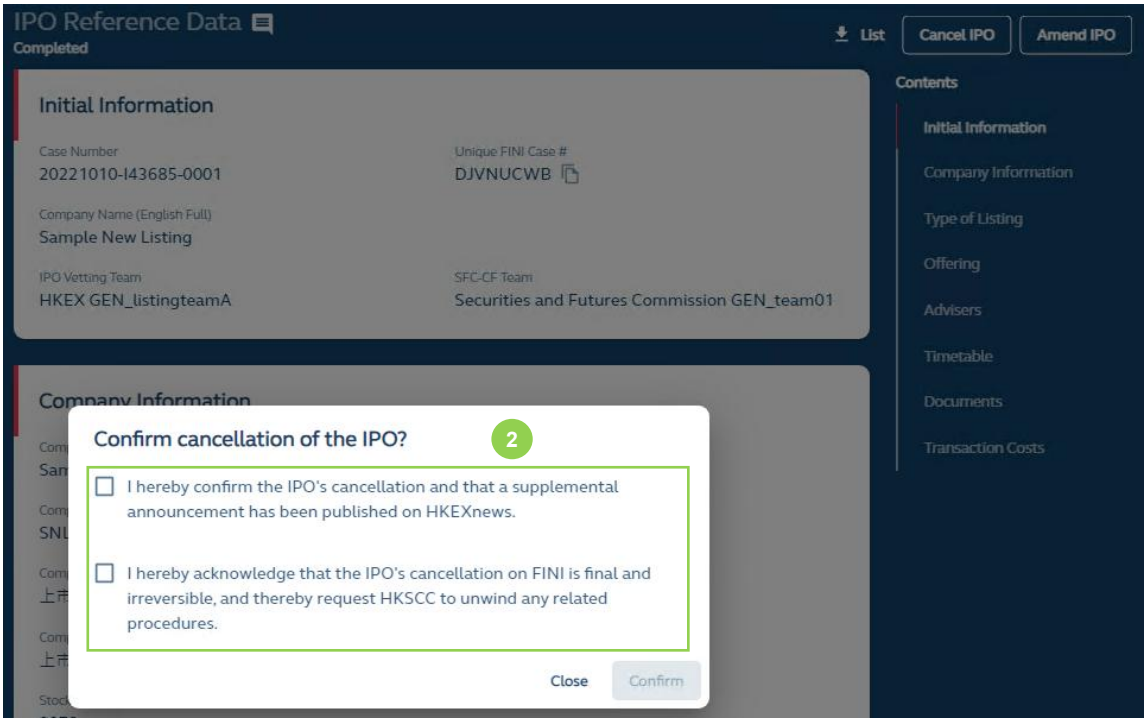
1 **Cancel IPO:** For the Designated Sponsor to initiate IPO Cancellation.

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:



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



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



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				
Depositary 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 Summary List

FINI users may download a summary containing all IPOs (including both active and cancelled IPO cases) with key dates and essential IPO information via IPO Summary interface. There are two lists which are available for download: “Active” IPO Summary List and “Cancelled” IPO Summary List.

“Active” IPO Summary List

Setup

Report Name	FINI – IPO Summary Active_[YYYYMMDDHHMM]
Description	YYYYMMDDHHMM = Report generation timestamp
Availability	On-demand
Format	.CSV

Data Fields

File format:

#	Value
File extension	.CSV
Encoding	UTF-8
Delimiter	, (comma)
Enclosed	" " (double-quotes)

Data fields:

#	Column Name	Format	Length	Value
1	Stock Code	String	10	The IPO’s stock code.
2	ISIN	String	12	The IPO’s ISIN.
3	Company Name (English Full)	String	80	The IPO’s company full English name.
4	Company Name (English Short)	String	15	The IPO’s company short English name.
5	Company Name (Chinese Full)	String	80	The IPO’s company full Chinese name.
6	IPO Status	String	40	The IPO’s latest active status.
7	Offering Type	String	40	The IPO’s offering type.
8	Stock Price	Decimal	12,3	The IPO’s offer price.
9	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.
10	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.
11	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.
12	Allotment Announcement / Share Posting / Certificate Dispatch Date	String	10	The expected date for broadcasting the public offer allotment results of the IPO, in YYYY-MM-DD format.
13	Commencement of Trading Date	String	19	The expected time and date at which the IPO commences trading, in YYYY-MM-DD HH:MM format.

“Cancelled” IPO Summary List

Setup

Report Name	FINI – IPO Summary Cancelled_[YYYYMMDDHHMM]
Description	YYYYMMDDHHMM = Report generation timestamp
Availability	On-demand
Format	.CSV

Data Fields

File format:

#	Value
File extension	.CSV
Encoding	UTF-8
Delimiter	, (comma)
Enclosed	" " (double-quotes)

Data fields:

#	Column Name	Format	Length	Value
1	Stock Code	String	10	The IPO's stock code.
2	ISIN	String	12	The IPO's ISIN.
3	Company Name (English Full)	String	80	The IPO's company full English name.
4	Company Name (English Short)	String	15	The IPO's company short English name.
5	Company Name (Chinese Full)	String	80	The IPO's company full Chinese name.
6	Offering Type	String	40	The IPO's offering type.
7	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.
8	Cancellation Date	String	19	The IPO cancellation date, in YYYY-MM-DD format.
9	Refund Date	String	19	The date for refunding the IPO proceeds, in YYYY-MM-DD format.

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: **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
			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 Depositary 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	The listing board of the IPO case: **Board** Main Board GEM
Listing Type	String	10	The listing type of the IPO case: **Listing type** Primary Secondary
Listing Categories	String	80	To indicate whether the IPO case fits any specific listing categories (fields are non-mutually exclusive): **Listing category** Dual-primary Biotech WVR Specialist Technology Company
WVR Ratio	String	10	If the IPO company has weighted voting rights securities, the voting ratio expressed in "[n] to [n]", e.g. "10 to 1" Hidden if **"WVR"** is not selected in **Listing Categories**.
Other Listing Venue(s)	String	80	If the IPO case is a dual-primary listing, then the list of exchange(s) where the IPO company is also listed: Hidden if **"Dual-primary"** is not selected in **Listing Categories**.
Primary Listing Venue (other than on SEHK)	String	80	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): **Exchange** The Amsterdam Stock Exchange (NYSE Euronext - Amsterdam)

Field	Format	Length	Description
			The Australian Securities Exchange (ASX) The Brazilian Securities, Commodities and Futures Exchange (BM&FBOVESPA) The Frankfurt Stock Exchange (Deutsche Böurse) 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: **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]* (inclusive of Sale Shares, where applicable)	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%).
PO Over-allotment Indicator	String	1	To indicate whether the Over-allotment Option shares may be allocated to Public Offer tranche.
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.

Field	Format	Length	Description
Total H Shares Issued Upon Listing	Integer	20	The IPO company's total issued number of H-shares upon listing. 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: **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: **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.

Directors and Shareholders Fields

Field name	Input method	Length	Notes
English Name	String	150	Input English name. Only English letters and special characters defined US ASCII Character Set are permitted.
Chinese Name	String	150	Input Chinese name.
Type	List (single selection)	20	Single selection per entry, with the following choices in the specified order: • Director • Existing Shareholder • Director and Existing Shareholder

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: **Type** Shareholder Offer Employee Offer Others [Free text] Non-editable field, information shown based on input in IPO Reference Data.
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: **Type** Public Offer Institutional Offer Non-editable field, information shown based on input in IPO Reference Data.
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 Office 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	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 Chapter 4.14 of the Guide) with the following choices in the specified order: (1) No Reallocation [Default Option] - *select if there is no reallocation to the public offer under Chapter 4.14 of the Guide* (2) Undersubscription (option only appears if there is an undersubscription in the international offer) - *select if there is international offer undersubscription* (3) Reallocation - *select if there is international offer reallocation to the public offer pursuant to Chapter 4.14 of the Guide* ⚠ 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. ⚠ 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.

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**	The total number of securities allocated to preferential offer(s) from the public and international offers. Non-editable field, automatically calculated by FINI based on the formula: Preferential Offer Allocation from Public Offer + Preferential Offer Allocation from Institutional Offer.

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

Field name	Input method	Length	Notes
Final Number of Offer *[Security type]*	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: Final Number of Public Offer [Security type] + Final Number of Institutional Offer [Security type].
Offer Size Adjustment Option (%)	Percentage [non-editable]	**3,2**	The IPO's offer size adjustment 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 Offer Size Adjustment Option (%) is entered as 0% in IPO Reference Data.
Total Offer Size Adjustment Option Exercised (Number of *[Security type]*)	Integer [Non-editable]	**20**	The additional number of securities issued to the share 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 the Offer Size Adjustment Option (%) is entered as 0% in IPO Reference Data.
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. Non-editable field, information displayed based on input in IPO Reference Data. This field is disabled if there is no public offer.

Field name	Input method	Length	Notes
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 (Excluding Preferential Offer *[Security type]*)	Integer [non-editable]	**20**	The final number of securities allocated to the public offer, excluding securities under the preferential 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 (Excluding Preferential Offer *[Security type]*)	Integer [non-editable]	**20**	The final number of securities allocated to the international offer, excluding securities under the preferential 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 (Excluding Preferential Offer *[Security type]*)	Integer [non-editable]	**20**	The final number of securities allocated to the share offer, excluding securities under the preferential 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 Size of the Public Offer (Including Preferential	Integer [non-editable]	**20**	The final number of securities allocated to the public offer, including securities under the preferential offer. Non-editable field, automatically calculated by FINI based on the formula:

Field name	Input method	Length	Notes
Offer *[Security type]*)			Final Number of Public Offer [Security type] [Allocation Adjustments #17] + Size of Public Offer Size Adjustment Option Exercised (Number of [Security type]) [Allocation Adjustments #21] + Size of Public Offer Over-allocation (Number of [Security type]) [Allocation Adjustments #25] + Preferential Offer Allocation from Public Offer [Allocation Adjustments #17a].
Final Size of the International Offer (Including Preferential Offer *[Security type]*)	Integer [non-editable]	**20**	The final number of securities allocated to the international offer, including securities under the preferential offer. Non-editable field, automatically calculated by FINI based on the formula: Final Number of Institutional Offer [Security type] [Allocation Adjustments #18] + Size of Institutional Offer Size Adjustment Option Exercised (Number of [Security type]) [Allocation Adjustments #22] + Size of Institutional Offer Over-allocation (Number of [Security type]) [Allocation Adjustments #26] + Preferential Offer Allocation from Institutional Offer [Allocation Adjustments #17b].
Final Size of the Offer (Including Preferential Offer *[Security type]*)	Integer [non-editable]	**20**	The final number of securities allocated to the share offer, including securities under the preferential 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.
Number of unsubscribed [Security type]	Integer [non-editable]	**20**	The number of securities unsubscribed in the public offer tranche under the offering type “By Public Offer Only”. Non-editable field, automatically calculated by FINI based on the formula: Final Size of the Offer [Allocation Adjustments #29] - Sum of Final Allotted Quantity Allocation Adjustments Field #14, if IPO Tranche = “Public Offer” - Final Number of Public Offer [Security type] [Allocation Adjustments #17]

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	The type of identification document held by the placee. Must be one of the following values: **Value** HKID National identification document Passport The order of priority of the placee's identity document type specified in *FAQ D12* of the *FINI Information Pack* 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. 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: ▪ Prefix: 1-2 uppercase alphabetical characters ▪ ID number: 6-digit integer ▪ Check digit: 0 to 9, or 'A', enclosed by parentheses **Successful examples**: ▪ Y123456(7) ▪ YZ123456(7) ▪ Y123456(A) **Unsuccessful examples**: ▪ 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		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		Not Applicable	String	1	No	"Y" to indicate if none of the above categories apply to the placee.
25	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 upload the required supporting document (in PDF or XLSX 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:

<table>
<tr><th>#</th><th colspan="2">Field Name</th><th>Format</th><th>Length</th><th>Req.?</th><th>Description</th></tr>
<tr><td>1</td><td colspan="2">ID Type</td><td>String</td><td>40</td><td>Yes</td><td>The type of identification document held by the placee. Must be one of the following values:
<table><tr><th>Value</th></tr><tr><td>HKID</td></tr><tr><td>National identification document</td></tr><tr><td>Passport</td></tr></table>
The order of priority of the placee's identity document type specified in FAQ D12 of the FINI Information Pack 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.</td></tr>
<tr><td>2</td><td colspan="2">ID Country / Jurisdiction</td><td>String</td><td>3</td><td>Yes</td><td>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".</td></tr>
<tr><td>3</td><td colspan="2">ID Number</td><td>String</td><td>40</td><td>Yes</td><td>The ID number of the placee.

If ID Type [Field #1] = HKID, then must be a concatenation (no spaces) of:
Prefix: 1-2 uppercase alphabetical characters
ID number: 6-digit integer
Check digit: 0 to 9, or 'A', enclosed by parentheses
<table><tr><th>Successful examples</th><th>Unsuccessful examples</th></tr><tr><td>Y123456(7)
YZ123456(7)
Y123456(A)</td><td>Y123456
Y123456?</td></tr></table></td></tr>
<tr><td>4</td><td colspan="2">Full Name (English)</td><td>String</td><td>150</td><td>Yes</td><td>The Full English Name of the placee. Must be alphabetical characters only.

Mandatory if Full Name (Chinese) [Field #5] is blank.</td></tr>
<tr><td>5</td><td colspan="2">Full Name (Chinese)</td><td>String</td><td>150</td><td>Yes</td><td>The Full Chinese or Non-English name of the placee. Fully UTF-8 encoded.

Mandatory if Full Name (English) [Field #4] is blank.</td></tr>
<tr><td>6</td><td rowspan="5">Residential Address</td><td>Flat, Floor, Building</td><td>String</td><td>80</td><td>Yes</td><td rowspan="5">The residential address of the placee.</td></tr>
<tr><td>7</td><td>Estate/Street No. & Street</td><td>String</td><td>80</td><td>Yes</td></tr>
<tr><td>8</td><td>District</td><td>String</td><td>80</td><td>Yes</td></tr>
<tr><td>9</td><td>City</td><td>String</td><td>80</td><td>Yes</td></tr>
<tr><td>10</td><td>Country</td><td>String</td><td>80</td><td>Yes</td></tr>
<tr><td>11</td><td rowspan="2">Full Telephone Number</td><td>Country Code</td><td>Integer</td><td>200</td><td>Yes</td><td rowspan="2">The telephone number of the placee.</td></tr>
<tr><td>12</td><td>Telephone Number</td><td>Integer</td><td>200</td><td>Yes</td></tr>
</table>

#	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		Not Applicable	String	1	No	"Y" to indicate if none of the above categories apply to the placee.
25	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 upload the required supporting document (in PDF or XLSX 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)):

<table>
<tr><th>#</th><th colspan="2">Field Name</th><th>Format</th><th>Length</th><th>Req.?</th><th>Description</th></tr>
<tr><td>1</td><td rowspan="6">Details of beneficial ownership</td><td>ID Type</td><td>String</td><td>40</td><td>Yes</td><td>The type of identification document held by the beneficial owner(s). Must be one of the following values:
<table><tr><th>Value</th></tr><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></table>
The order of priority of the placee’s identity document type specified in FAQ D12 of the FINI Information Pack 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.</td></tr>
<tr><td>2</td><td>ID Country / Jurisdiction</td><td>String</td><td>3</td><td>Yes</td><td>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".</td></tr>
<tr><td>3</td><td>ID Number</td><td>String</td><td>40</td><td>Yes</td><td>The ID number of the placee.

If ID Type [Field #1] = HKID, then must be a concatenation (no spaces) of:

▪ Prefix: 1-2 uppercase alphabetical characters
▪ ID number: 6-digit integer
▪ Check digit: 0 to 9, or 'A', enclosed by parentheses
<table><tr><th>Successful examples</th><th>Unsuccessful examples</th></tr><tr><td>▪ Y123456(7)
▪ YZ123456(7)
▪ Y123456(A)</td><td>▪ Y123456
▪ Y123456?</td></tr></table></td></tr>
<tr><td>4</td><td>Full Name (English)</td><td>String</td><td>150</td><td>Yes</td><td>The Full English Name of the placee. Must be alphabetical characters only.

Mandatory if Full Name (Chinese) [Field #5] is blank.</td></tr>
<tr><td>5</td><td>Full Name (Chinese)</td><td>String</td><td>150</td><td>Yes</td><td>The Full Chinese or Non-English name of the placee. Fully UTF-8 encoded.

Mandatory if Full Name (English) [Field #4] is blank.</td></tr>
<tr><td>6</td><td colspan="2">Remarks</td><td>String</td><td>1,000</td><td>No</td><td>Free text field reserved for the submitting user.</td></tr>
</table>

Joint Placees:

<table>
<tr><th>#</th><th>Field Name</th><th>Format</th><th>Length</th><th>Req.?</th><th>Description</th></tr>
<tr><td>1</td><td>ID Type</td><td>String</td><td>40</td><td>Yes</td><td>The type of identification document held by the placee. Must be one of the following values:
<table><tr><th>Value</th></tr><tr><td>HKID</td></tr><tr><td>National identification document</td></tr><tr><td>Passport</td></tr></table></td></tr>
</table>

<table>
<tr><td></td><td colspan="2"></td><td></td><td></td><td></td><td>The order of priority of the placee's identity document type specified in FAQ D12 of the FINI Information Pack 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.</td></tr>
<tr><td>2</td><td colspan="2">ID Country / Jurisdiction</td><td>String</td><td>3</td><td>Yes</td><td>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".</td></tr>
<tr><td>3</td><td colspan="2">ID Number</td><td>String</td><td>40</td><td>Yes</td><td>The ID number of the placee.

If ID Type [Field #1] = HKID, then must be a concatenation (no spaces) of:

▪ Prefix: 1-2 uppercase alphabetical characters
▪ ID number: 6-digit integer
▪ Check digit: 0 to 9, or 'A', enclosed by parentheses

<table><tr><th>Successful examples</th><th>Unsuccessful examples</th></tr><tr><td>▪ Y123456(7)
▪ YZ123456(7)
▪ Y123456(A)</td><td>▪ Y123456
▪ Y123456?</td></tr></table></td></tr>
<tr><td>4</td><td colspan="2">Full Name (English)</td><td>String</td><td>150</td><td>Yes</td><td>The Full English Name of the placee. Must be alphabetical characters only.

Mandatory if Full Name (Chinese) [Field #5] is blank.</td></tr>
<tr><td>5</td><td colspan="2">Full Name (Chinese)</td><td>String</td><td>150</td><td>Yes</td><td>The Full Chinese or Non-English name of the placee. Fully UTF-8 encoded.

Mandatory if Full Name (English) [Field #4] is blank.</td></tr>
<tr><td>6</td><td rowspan="5">Residential Address</td><td>Flat, Floor, Building</td><td>String</td><td>80</td><td>Yes</td><td rowspan="5">The residential address of the placee.</td></tr>
<tr><td>7</td><td>Estate/Street No. & Street</td><td>String</td><td>80</td><td>Yes</td></tr>
<tr><td>8</td><td>District</td><td>String</td><td>80</td><td>Yes</td></tr>
<tr><td>9</td><td>City</td><td>String</td><td>80</td><td>Yes</td></tr>
<tr><td>10</td><td>Country</td><td>String</td><td>80</td><td>Yes</td></tr>
<tr><td>11</td><td rowspan="2">Full Telephone Number</td><td>Country Code</td><td>Integer</td><td>200</td><td>Yes</td><td rowspan="2">The telephone number of the placee.</td></tr>
<tr><td>12</td><td>Telephone Number</td><td>Integer</td><td>200</td><td>Yes</td></tr>
<tr><td>13</td><td colspan="2">Number of Shares Allotted</td><td>Integer</td><td>20</td><td>Yes</td><td>The number of securities being allocated to the placee.</td></tr>
<tr><td>14</td><td colspan="2">Name of Placee's Employer</td><td>String</td><td>80</td><td>Yes</td><td>The employer of the placee.</td></tr>
<tr><td>15</td><td rowspan="2">Placee Category (Without Required Supporting Document)</td><td>Cornerstone investor</td><td>String</td><td>1</td><td>No</td><td>"Y" to indicate if placee is a cornerstone investor. Else, blank.</td></tr>
<tr><td>16</td><td>Existing or past employee of the issuer</td><td>String</td><td>1</td><td>No</td><td>"Y" to indicate if placee is an existing or past employee of the issuer. Else, blank.</td></tr>
</table>

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 none of the above categories apply to the placee.
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		Not Applicable	String	1	No	"Y" to indicate if none of the above categories apply to the placee.
25	Remarks		String	1,000	No	Free text field reserved for the submitting user.

⚠ If any of the tags is marked as "Yes", the system will require the submitting user to also upload the required supporting document (in PDF or XLSX 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 (i.e. Distributor 1 Limited_Consent Approval Letter.pdf).

Corporate 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: 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 *FAQ D12* of the *FINI Information Pack* 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.

#	Field Name		Format	Length	Req.?	Description
		Non-SFC authorised fund	String	1	No	"Y" to indicate if placee is a Non-SFC authorised fund. Else, blank.
22		Not Applicable	String	1	No	"Y" to indicate if no category is applicable to the placee. Else, blank.
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		Not Applicable	String	1	No	"Y" to indicate if no category is applicable to the placee. 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 upload the required supporting document (in PDF or XLSX 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 optional for 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	The type of identification document held by the beneficial owner(s). Must be one of the following values: **Value** HKID National identification document Passport

#	Field Name		Format	Length	Req.?	Description
						Stock code of listed company The order of priority of the placee's identity document type specified in *FAQ D12* of the *FINI Information Pack* 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. 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: ▪ Prefix: 1-2 uppercase alphabetical characters ▪ ID number: 6-digit integer ▪ Check digit: 0 to 9, or 'A', enclosed by parentheses **Successful examples**: ▪ Y123456(7) ▪ YZ123456(7) ▪ Y123456(A) **Unsuccessful examples**: ▪ 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 accumulated 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	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 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 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 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	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 public offer (including 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 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 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	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)
	Acccumulative %	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)

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)
	Acccumulative %	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 shares issued 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 Sales Shares under Public Offer	Number	20	The number of sales shares under the Public Offer. If none, must input '0'.
Number of Sales Shares under International Offer	Number	20	The number of sales shares under the International Offer. If none, must input '0'.
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

Field	Format	Length	Notes
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: ○ 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 Shares Subject to Lock-up Undertaking Upon Listing	Number	20	Number of shares Subject to Lock-up Undertaking Upon Listing
Number of *[Security type]* Subject to Lock-up Undertaking Upon Listing	Number	20	Number of *[Security type]* Subject to Lock-up Undertaking Upon Listing. This is to cater for H-shares or other share classes.
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]*)
Number of shares over-allocated (Public Offer)	Displays the number of shares over-allocated in the Public Offer
Number of shares over-allocated (International Offer)	Displays the number of shares over-allocated in the International Offer
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 "*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*" 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
Number of Sales Shares under Public Offer	Displays the number of sale shares in the Public Offer
Number of Sales Shares under International Offer	Displays the number of sale shares in the International Offer
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
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/or reallocation, if any)	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
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 [*Security Type*] 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 [*Security Type*] after the Global Offering (Cornerstone Investors)	Displays the sum of the percentages of shares allocated to the cornerstone investor to the total number of H-shares issued for all cornerstone investors

Data field	Notes
	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
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 [*Security Type*]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 [*Security Type*] 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

Data field	Notes
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 [*Security Type*]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
Total percentage of total issued [*Security Type*] 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 [*Security Type*]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 [*Security Type*] 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 shares subject to lock-up undertaking upon listing

Data field	Notes
Number of [*Security Type*] held in the Company subject to lock-up undertakings upon listing	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 undertakings upon listing (Pre-IPO Investors)	Displays the number of [security type] of pre-IPO investors subject to lock-up undertakings upon listing
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 [*Security Type*]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 [*Security Type*] 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 [*Security Type*] 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 [*Security Type*] 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 [*Security Type*] 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 [*Security Type*] 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 [*Security Type*] 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

Data field	Notes
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
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)

Data field	Notes
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)
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

Data field	Notes
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 after of over-allotment option
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	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)

Data field	Notes
exercise of Over-allotment option for the top 10 H shareholders / Non-WVR shareholders	
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 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 (after exercise of over-allotment option)
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)

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

Data field	Notes
allotment option for the top 5 shareholders	
Allotment percentage of Total Offer Shares after exercise of Over-allotment option for the top 10 shareholders	Displays the percentage of the number of shares allotted to the top 10 shareholders to the offer (after exercise of over-allotment)
Allotment percentage of Total Offer Shares after exercise of Over-allotment option for the top 25 shareholders	Displays the percentage of the number of shares allotted to the top 25 shareholders to the offer (after exercise of over-allotment)
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	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)

Data field	Notes
Over-allotment option by Top 10 shareholders	
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.

<table>
<tr><th>Field name</th><th>Notes</th></tr>
<tr><td>No. of [Security Type] Applied For</td><td>Displays each denomination under the denomination table presented in the IPO Reference Data function.

Each denomination represents a group of subscribers, where:

• 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</td></tr>
<tr><td>No. of Valid Applications</td><td>Displays the total number of valid public offer applications within this denomination group</td></tr>
<tr><td>Basis of Allotment / Ballot</td><td>Displays the number of securities allotted to each public offer subscriber within this denomination group</td></tr>
<tr><td>Approximate Percentage Allotted of the Total No. of [Security Type] Applied For</td><td>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

For example:

<table>
<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>
<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>
</table>
^ Calculated based on 1,500 / 2,000. (1,500 = 5*100+5*200; 2,000 = 5*200+5*200)</td></tr>
<tr><td>Total No. of Valid Applications</td><td>Displays the sum of the total number of subscribers with valid subscriptions</td></tr>
<tr><td>Total Basis of Allotment / Ballot</td><td>Displays the final size of the public offer</td></tr>
</table>

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

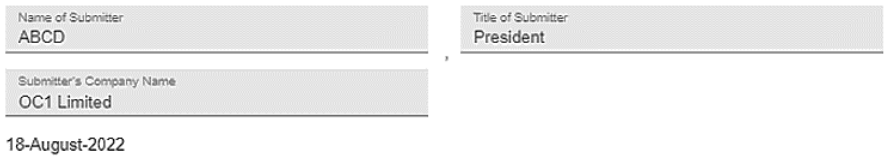
C. Analysis of Distribution

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	Displays the statements undertaken by the submitting company before submission of the e-form, which includes an independence confirmation The Listing Rule references will change depending on whether the issuer is listing on the Main Board or on GEM A sample undertaking: 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. 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.
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
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:



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 Depositary	String	80	To indicate the name of the depositary. Only applicable if the securities to be listed type selected is “Depositary Receipts”.
Pre-depositary Securities Transferred from Overseas Share Register to HK Share Register	Tick box	1	To indicate whether the pre-depositary 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: 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 Securities are participating securities (as defined in the HKSCC Rules) (i.e. in uncertificated form), or 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 Depositary	String	80	To indicate the name of the depositary. Only applicable if the securities to be listed type selected is “Depositary Receipts”.
Securities / Certificates Delivery Date	Date	N/A	To indicate on the date in which the securities / share certificates are 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]* (inclusive of Sale Shares, where applicable)	✓	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.

Field name	Amendable?	Notes
Offer Size Adjustment Option (%)	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
PO Over-allotment Indicator	✓	Pre-filled from the latest Cleared IPO Reference Data information but editable.
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 *[Security type]*	✓	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 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 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 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.

Field name	Amendable?	Notes
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. 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: • PDF only • Size limitation per file: 40mb
Supplemental Prospectus (English)	✓	Available for file upload, with the following specifications: • PDF only • Size limitation per file: 40mb
Supplemental Prospectus (Chinese)	✓	Available for file upload, with the following specifications: • 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]* (inclusive of Sale Shares, where applicable)	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.
PO Over-allotment Indicator	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 available for amendment or removal.

Field name	Amendable?	Notes
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 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 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: • PDF only • Size limitation per file: 40mb

Field name	Amendable?	Notes
Supplemental Prospectus (English)	✓	Available for file upload, with the following specifications: • PDF only • Size limitation per file: 40mb
Supplemental Prospectus (Chinese)	✓	Available for file upload, with the following specifications: • 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.

Field name	Amendable?	Notes
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.
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.

Field name	Amendable?	Notes
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 *[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]* (inclusive of Sale Shares, where applicable)	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.

Field name	Amendable?	Notes
PO Over-allotment Indicator	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 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 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 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.

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.
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: • PDF only • Size limitation per file: 40mb
Supplemental Prospectus (English)	✓	Available for file upload, with the following specifications: • PDF only • Size limitation per file: 40mb
Supplemental Prospectus (Chinese)	✓	Available for file upload, with the following specifications: • 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.

Field name	Amendable?	Notes
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.

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	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.

Field name	Amendable?	Notes
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 *[Security type]* Held by Existing *[Security type holder]*	X	Pre-filled from the latest Cleared IPO Reference Data information and non-editable.
Number of Offer *[Security type]* (inclusive of Sale Shares, where applicable)	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.
PO Over-allotment Indicator	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)	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.

Field name	Amendable?	Notes
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.
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: • PDF only • Size limitation per file: 40mb

Field name	Amendable?	Notes
Supplemental Prospectus (English)	✓	Available for file upload, with the following specifications: • PDF only • Size limitation per file: 40mb
Supplemental Prospectus (Chinese)	✓	Available for file upload, with the following specifications: • 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.

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 with 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.	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. ▪ The queueing restrictions do not apply when: (1) A Company ABC user is downloading the same report of another IPO case, e.g. IPO 456's " Public IPO Reference Data Report". (2) A Company ABC user is downloading another report of the same IPO case, e.g. IPO 123's "Own Placee Lists". (3) A Company BCD user 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	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. ▪ The credit restrictions do not apply when: (1) A Company ABC user is downloading the same report of another IPO case, e.g. IPO 456's " Public IPO Reference Data Report". (2) A Company ABC user is downloading another report of the same IPO case, e.g. IPO 123's " Own Placee Lists ". (3) A Company BCD user 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		
Depositary 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**

<table>
<tr><th>#</th><th>Column Name</th><th>Format</th><th>Length</th><th>Value</th></tr>
<tr><td></td><td></td><td></td><td></td><td>
<table>
<tr><td>Bermuda</td></tr>
<tr><td>Cayman Islands</td></tr>
<tr><td>Hong Kong, China</td></tr>
<tr><td>People’s Republic of China</td></tr>
<tr><td>Australia</td></tr>
<tr><td>British Virgin Islands</td></tr>
<tr><td>Canada – Alberta</td></tr>
<tr><td>Canada – British Columbia</td></tr>
<tr><td>Canada – Ontario</td></tr>
<tr><td>England</td></tr>
<tr><td>Israel</td></tr>
<tr><td>Italy</td></tr>
<tr><td>Japan</td></tr>
<tr><td>Jersey</td></tr>
<tr><td>Luxembourg</td></tr>
<tr><td>Singapore</td></tr>
<tr><td>US - Delaware</td></tr>
<tr><td>[Others (free input)]</td></tr>
</table>
</td></tr>
<tr><td>10</td><td>Principal Place of Business in Hong Kong (Line 1)</td><td>String</td><td>40</td><td rowspan="4">The IPO Company's primary address in Hong Kong, separated over 4 lines.</td></tr>
<tr><td>11</td><td>Principal Place of Business in Hong Kong (Line 2)</td><td>String</td><td>40</td></tr>
<tr><td>12</td><td>Principal Place of Business in Hong Kong (Line 3)</td><td>String</td><td>40</td></tr>
<tr><td>13</td><td>Principal Place of Business in Hong Kong (Line 4)</td><td>String</td><td>40</td></tr>
<tr><td>14</td><td>Offering Type</td><td>String</td><td>40</td><td>The IPO’s offering type:

<table>
<tr><th>Value</th></tr>
<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>
</table>
</td></tr>
</table>

<table>
<tr><th>#</th><th>Column Name</th><th>Format</th><th>Length</th><th>Value</th></tr>
<tr><td></td><td></td><td></td><td></td><td>Transfer from GEM</td></tr>
<tr><td>15</td><td>Securities to be Listed</td><td>String</td><td>40</td><td>The type of securities to be listed by the IPO company:

<table><tr><th>Value</th></tr><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>Depositary Receipts</td></tr><tr><td>Stapled Securities</td></tr><tr><td>[Others (free input)]</td></tr></table></td></tr>
<tr><td>16</td><td>Nominal Value per Share</td><td>Decimal</td><td>15,12</td><td>The nominal or par value of the IPO Company’s securities.</td></tr>
<tr><td>17</td><td>Nominal Currency</td><td>String</td><td></td><td>The currency denomination of the IPO company’s nominal or par value:

<table><tr><th colspan="6">Value</th></tr><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></table></td></tr>
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<table>
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<tr><td>BDT</td><td>DOP</td><td>KHR</td><td>NIO</td><td>SZL</td><td>XOF</td></tr>
<tr><td>BGN</td><td>DZD</td><td>KMF</td><td>NOK</td><td>THB</td><td>XPD</td></tr>
<tr><td>BHD</td><td>EGP</td><td>KPW</td><td>NPR</td><td>TJS</td><td>XPF</td></tr>
<tr><td>BIF</td><td>ERN</td><td>KRW</td><td>NZD</td><td>TMT</td><td>XPT</td></tr>
<tr><td>BMD</td><td>ETB</td><td>KWD</td><td>OMR</td><td>TND</td><td>XSU</td></tr>
<tr><td>BND</td><td>FJD</td><td>KYD</td><td>PAB</td><td>TOP</td><td>XTS</td></tr>
<tr><td>BOB</td><td>FKP</td><td>KZT</td><td>PEN</td><td>TRY</td><td>XUA</td></tr>
<tr><td>BOV</td><td>GBP</td><td>LAK</td><td>PGK</td><td>TTD</td><td>XXX</td></tr>
<tr><td>BRL</td><td>GEL</td><td>LBP</td><td>PHP</td><td>TWD</td><td>YER</td></tr>
<tr><td>BSD</td><td>GHS</td><td>LKR</td><td>PKR</td><td>TZS</td><td>ZAR</td></tr>
<tr><td>BTN</td><td>GIP</td><td>LRD</td><td>PLN</td><td>UAH</td><td>ZMW</td></tr>
<tr><td>BWP</td><td>GMD</td><td>LSL</td><td>PYG</td><td>UGX</td><td>Others [Free text]</td></tr>
<tr><td>BYN</td><td>GNF</td><td>LYD</td><td>QAR</td><td>USN</td><td></td></tr>
<tr><td>BZD</td><td>GTQ</td><td>MAD</td><td>RON</td><td>UYI</td><td></td></tr>
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</td></tr>
<tr><td>18</td><td>Listing Platform</td><td>String</td><td>40</td><td>The listing board of the IPO:

<table>
<tr><th>Value</th></tr>
<tr><td>Main board</td></tr>
<tr><td>GEM</td></tr>
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<tr><td>19</td><td>Listing Type</td><td>String</td><td>40</td><td>The listing type of the IPO:

<table>
<tr><th>Value</th></tr>
<tr><td>Primary</td></tr>
<tr><td>Secondary</td></tr>
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<tr><td>20</td><td>Dual-primary</td><td>String</td><td>1</td><td>Indicates whether the IPO company is operating a dual-primary listing. Else, blank</td></tr>
<tr><td>21</td><td>Biotech</td><td>String</td><td>1</td><td>Indicates whether the IPO company is operating a biotech listing. Else, blank</td></tr>
<tr><td>22</td><td>WVR</td><td>String</td><td>1</td><td>Indicates whether the IPO company is operating a WVR listing. Else, blank</td></tr>
<tr><td>23</td><td>US Reg-S</td><td>String</td><td>1</td><td>Hard-coded as “N”.</td></tr>
<tr><td>24</td><td>Specialist Technology Company</td><td>String</td><td>1</td><td>Indicates whether the IPO company is operating a Specialist Technology Company listing. Else, blank</td></tr>
<tr><td>25</td><td>WVR Ratio</td><td>String</td><td>5</td><td>If the IPO Company is operating a WVR listing, the WVR ratio in [n]:[n] format. Else, blank.</td></tr>
</table>

<table>
<tr><th>#</th><th>Column Name</th><th>Format</th><th>Length</th><th>Value</th></tr>
<tr><td>26</td><td>Other Listing Venue(s)</td><td>String</td><td>80</td><td>If the IPO Company is operating a dual-primary listing, a list of primary exchanges separated by commas.</td></tr>
<tr><td>27</td><td>Primary Listing Venue (other than on SEHK)</td><td></td><td></td><td>If the IPO Company is operating a secondary listing, a list of primary exchanges separated by commas:

<table><tr><th>Value</th></tr><tr><td>The Amsterdam Stock Exchange (NYSE Euronext - Amsterdam)</td></tr><tr><td>The Australian Securities Exchange (ASX)</td></tr><tr><td>The Brazilian Securities, Commodities and Futures Exchange (BM&FBOVESPA)</td></tr><tr><td>The Frankfurt Stock Exchange (Deutsche Böurse)</td></tr><tr><td>The Italian Stock Exchange (Borsa Italiana)</td></tr><tr><td>The London Stock Exchange (LSE)</td></tr><tr><td>The Madrid Stock Exchange (Bolsa de Madrid)</td></tr><tr><td>NASDAQ OMX (US)</td></tr><tr><td>The New York Stock Exchange (NYSE Euronext (US))</td></tr><tr><td>The Paris Stock Exchange (NYSE Euronext – Paris)</td></tr><tr><td>The Singapore Exchange (SGX)</td></tr><tr><td>The Stockholm Stock Exchange (NASDAQ OMX – Stockholm)</td></tr><tr><td>The Swiss Exchange (SIX Swiss Exchange)</td></tr><tr><td>The Tokyo Stock Exchange (TSE)</td></tr><tr><td>The Toronto Stock Exchange (TMX)</td></tr><tr><td>[Others (free input)]</td></tr></table></td></tr>
<tr><td>28</td><td>Trading Currency</td><td>String</td><td>3</td><td>The IPO’s trading currency, expressed as currency codes:

<table><tr><th>Currency</th><th>Description</th></tr><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></table></td></tr>
<tr><td>29</td><td>Downward Price Flexibility (%)</td><td>Percentage</td><td>3,0</td><td>The percentage at which the IPO company may price its IPO below the minimum offer price.</td></tr>
<tr><td>30</td><td>Upward Price Flexibility (%)</td><td>Percentage</td><td>6,0</td><td>The percentage at which the IPO company may price its IPO above the maximum offer price.</td></tr>
<tr><td>31</td><td>Offer Price Range - Minimum</td><td>Decimal</td><td>12,3</td><td>The minimum offer price of the IPO.</td></tr>
</table>

#	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.
40a	PO Over-allotment Indicator	String	1	To indicate whether the Over-allotment Option shares may be allocated to Public offer tranche.
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	Integer	20	The number of securities invalidly subscribed by the e-White channel.

#	Column Name	Format	Length	Value
	Application Quantity			
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.

#	Column Name	Format	Length	Value
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]).
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.

#	Column Name	Format	Length	Value
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 / Certificate Dispatch Date	String	10	The expected date for broadcasting the public offer allotment results of the IPO, in YYYY-MM-DD format.
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: **Type** Shareholder Offer Employee Offer Others [Free text]
3	Number of Preferential Offer *[Security type]*	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: **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 *[Security Type]* 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: **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		
Depositary 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: **Value** HKID National identification document Passport The order of priority of the placee's identity document type specified in *FAQ D12* of the *FINI Information Pack* 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. 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: ▪ Prefix: 1-2 uppercase alphabetical characters ▪ ID number: 6-digit integer

<table>
<tr><th>#</th><th colspan="2">Field Name</th><th>Format</th><th>Length</th><th>Req.?</th><th>Description</th></tr>
<tr><td></td><td colspan="2"></td><td></td><td></td><td></td><td>▪ Check digit: 0 to 9, or 'A', enclosed by parentheses
<table><tr><th>Successful examples</th><th>Unsuccessful examples</th></tr><tr><td>▪ Y123456(7)
▪ YZ123456(7)
▪ Y123456(A)</td><td>▪ Y123456
▪ Y123456?</td></tr></table></td></tr>
<tr><td>4</td><td colspan="2">Full Name (English)</td><td>String</td><td>150</td><td>Yes</td><td>The Full English Name of the placee. Must be alphabetical characters only.

Mandatory if Full Name (Chinese) [Field #5] is blank.</td></tr>
<tr><td>5</td><td colspan="2">Full Name (Chinese)</td><td>String</td><td>150</td><td>Yes</td><td>The Full Chinese or Non-English name of the placee. Fully UTF-8 encoded.

Mandatory if Full Name (English) [Field #4] is blank.</td></tr>
<tr><td>6</td><td rowspan="5">Residential Address</td><td>Flat, Floor, Building</td><td>String</td><td>80</td><td>Yes</td><td rowspan="5">The residential address of the placee.</td></tr>
<tr><td>7</td><td>Estate/Street No. & Street</td><td>String</td><td>80</td><td>Yes</td></tr>
<tr><td>8</td><td>District</td><td>String</td><td>80</td><td>Yes</td></tr>
<tr><td>9</td><td>City</td><td>String</td><td>80</td><td>Yes</td></tr>
<tr><td>10</td><td>Country</td><td>String</td><td>80</td><td>Yes</td></tr>
<tr><td>11</td><td rowspan="2">Full Telephone Number</td><td>Country Code</td><td>Integer</td><td>200</td><td>Yes</td><td rowspan="2">The telephone number of the placee.</td></tr>
<tr><td>12</td><td>Telephone Number</td><td>Integer</td><td>200</td><td>Yes</td></tr>
<tr><td>13</td><td colspan="2">Number of Shares Allotted</td><td>Integer</td><td>20</td><td>Yes</td><td>The number of securities being allocated to the placee.</td></tr>
<tr><td>14</td><td colspan="2">Name of Placee's Employer</td><td>String</td><td>80</td><td>Yes</td><td>The employer of the placee.</td></tr>
<tr><td>15</td><td rowspan="5">Placee Category (Without Required Supporting Document)</td><td>Cornerstone investor</td><td>String</td><td>1</td><td>No</td><td>"Y" to indicate if placee is a cornerstone investor. Else, blank.</td></tr>
<tr><td>16</td><td>Existing or past employee of the issuer</td><td>String</td><td>1</td><td>No</td><td>"Y" to indicate if placee is an existing or past employee of the issuer. Else, blank.</td></tr>
<tr><td>17</td><td>Customer or client of the issuer</td><td>String</td><td>1</td><td>No</td><td>"Y" to indicate if placee is a customer or client of the issuer. Else, blank.</td></tr>
<tr><td>18</td><td>Supplier to the issuer</td><td>String</td><td>1</td><td>No</td><td>"Y" to indicate if placee is a supplier to the issuer. Else, blank.</td></tr>
<tr><td>19</td><td>Not Applicable</td><td>String</td><td>1</td><td>No</td><td>"Y" to indicate if no category is applicable to the placee. Else, blank.</td></tr>
</table>

#	Field Name		Format	Length	Req.?	Description
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		Not Applicable	String	1	No	"Y" to indicate if none of the above categories apply to the placee.
25	Remarks		String	1,000	No	Free text field reserved for the submitting user.

Nominee Placees:

<table>
<tr><th>#</th><th colspan="2">Field Name</th><th>Format</th><th>Length</th><th>Req.?</th><th>Description</th></tr>
<tr><td>1</td><td colspan="2">ID Type</td><td>String</td><td>40</td><td>Yes</td><td>The type of identification document held by the placee. Must be one of the following values:
<table><tr><th>Value</th></tr><tr><td>HKID</td></tr><tr><td>National identification document</td></tr><tr><td>Passport</td></tr></table>
The order of priority of the placee’s identity document type specified in FAQ D12 of the FINI Information Pack 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.</td></tr>
<tr><td>2</td><td colspan="2">ID Country / Jurisdiction</td><td>String</td><td>3</td><td>Yes</td><td>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".</td></tr>
<tr><td>3</td><td colspan="2">ID Number</td><td>String</td><td>40</td><td>Yes</td><td>The ID number of the placee.

If ID Type [Field #1] = HKID, then must be a concatenation (no spaces) of:

▪ Prefix: 1-2 uppercase alphabetical characters
▪ ID number: 6-digit integer
▪ Check digit: 0 to 9, or 'A', enclosed by parentheses
<table><tr><th>Successful examples</th><th>Unsuccessful examples</th></tr><tr><td>▪ Y123456(7)
▪ YZ123456(7)
▪ Y123456(A)</td><td>▪ Y123456
▪ Y123456?</td></tr></table></td></tr>
<tr><td>4</td><td colspan="2">Full Name (English)</td><td>String</td><td>150</td><td>Yes</td><td>The Full English Name of the placee. Must be alphabetical characters only.

Mandatory if Full Name (Chinese) [Field #5] is blank.</td></tr>
<tr><td>5</td><td colspan="2">Full Name (Chinese)</td><td>String</td><td>150</td><td>Yes</td><td>The Full Chinese or Non-English name of the placee. Fully UTF-8 encoded.

Mandatory if Full Name (English) [Field #4] is blank.</td></tr>
<tr><td>6</td><td rowspan="5">Residential Address</td><td>Flat, Floor, Building</td><td>String</td><td>80</td><td>Yes</td><td rowspan="5">The residential address of the placee.</td></tr>
<tr><td>7</td><td>Estate/Street No. & Street</td><td>String</td><td>80</td><td>Yes</td></tr>
<tr><td>8</td><td>District</td><td>String</td><td>80</td><td>Yes</td></tr>
<tr><td>9</td><td>City</td><td>String</td><td>80</td><td>Yes</td></tr>
<tr><td>10</td><td>Country</td><td>String</td><td>80</td><td>Yes</td></tr>
</table>

#	Field Name		Format	Length	Req.?	Description
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		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		Not Applicable	String	1	No	"Y" to indicate if none of the above categories apply to the placee.
25	Remarks		String	1,000	No	Free text field reserved for the submitting user.

Data fields (Beneficial owner(s)):

<table>
<tr><th>#</th><th colspan="2">Field Name</th><th>Format</th><th>Length</th><th>Req.?</th><th>Description</th></tr>
<tr><td>1</td><td rowspan="6">Details of beneficial ownership</td><td>ID Type</td><td>String</td><td>40</td><td>Yes</td><td>The type of identification document held by the beneficial owner(s). Must be one of the following values:

<table><tr><th>Value</th></tr><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></table>
The order of priority of the placee’s identity document type specified in FAQ D12 of the FINI Information Pack 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.</td></tr>
<tr><td>2</td><td>ID Country / Jurisdiction</td><td>String</td><td>3</td><td>Yes</td><td>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".</td></tr>
<tr><td>3</td><td>ID Number</td><td>String</td><td>40</td><td>Yes</td><td>The ID number of the placee.

If ID Type [Field #1] = HKID, then must be a concatenation (no spaces) of:

▪ Prefix: 1-2 uppercase alphabetical characters
▪ ID number: 6-digit integer
▪ Check digit: 0 to 9, or 'A', enclosed by parentheses

<table><tr><th>Successful examples</th><th>Unsuccessful examples</th></tr><tr><td>▪ Y123456(7)
▪ YZ123456(7)
▪ Y123456(A)</td><td>▪ Y123456
▪ Y123456?</td></tr></table></td></tr>
<tr><td>4</td><td>Full Name (English)</td><td>String</td><td>150</td><td>Yes</td><td>The Full English Name of the placee. Must be alphabetical characters only.

Mandatory if Full Name (Chinese) [Field #5] is blank.</td></tr>
<tr><td>5</td><td>Full Name (Chinese)</td><td>String</td><td>150</td><td>Yes</td><td>The Full Chinese or Non-English name of the placee. Fully UTF-8 encoded.

Mandatory if Full Name (English) [Field #4] is blank.</td></tr>
<tr><td>6</td><td colspan="2">Remarks</td><td>String</td><td>1,000</td><td>No</td><td>Free text field reserved for the submitting user.</td></tr>
</table>

Joint Placees:

<table>
<tr><th>#</th><th>Field Name</th><th>Format</th><th>Length</th><th>Req.?</th><th>Description</th></tr>
<tr><td>1</td><td>ID Type</td><td>String</td><td>40</td><td>Yes</td><td>The type of identification document held by the placee. Must be one of the following values:

<table><tr><th>Value</th></tr><tr><td>HKID</td></tr><tr><td>National identification document</td></tr></table></td></tr>
</table>

						Passport The order of priority of the placee's identity document type specified in *FAQ D12* of the *FINI Information Pack* 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. 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: ▪ Prefix: 1-2 uppercase alphabetical characters ▪ ID number: 6-digit integer ▪ Check digit: 0 to 9, or 'A', enclosed by parentheses **Successful examples**: ▪ Y123456(7) ▪ YZ123456(7) ▪ Y123456(A) **Unsuccessful examples**: ▪ 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	Placee Category	Cornerstone investor	String	1	No	"Y" to indicate if placee is a cornerstone investor. Else, blank.

16	(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		Not Applicable	String	1	No	"Y" to indicate if none of the above categories apply to the placee.
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		Not Applicable	String	1	No	"Y" to indicate if none of the above categories apply to the placee.
25	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	The type of identification document held by the placee. Must be one of the following values: **Value** LEI registration document Certificate of incorporation Business registration certificate Other official incorporation document The order of priority of the placee's identity document type specified in *FAQ D12* of the *FINI Information Pack* must be strictly followed and where an individual placee has a valid HKID card, the HKID card number

#	Field Name		Format	Length	Req.?	Description
						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.
		Non-SFC authorised fund	String	1	No	"Y" to indicate if placee is a Non-SFC authorised fund. 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		Not Applicable	String	1	No	"Y" to indicate if no category is applicable to the placee. Else, blank.
28	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	The type of identification document held by the beneficial owner(s). Must be one of the following values: **Value** HKID National identification document Passport Stock code of listed company The order of priority of the placee's identity document type specified in *FAQ D12* of the *FINI Information Pack* 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. 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: ▪ Prefix: 1-2 uppercase alphabetical characters ▪ ID number: 6-digit integer ▪ Check digit: 0 to 9, or 'A', enclosed by parentheses **Successful examples**: ▪ Y123456(7) ▪ YZ123456(7) ▪ Y123456(A) **Unsuccessful examples**: ▪ Y123456 ▪ Y123456?

#	Field Name		Format	Length	Req.?	Description
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.

7. FINI Contingency Forms

FINI Confirmation Form – IPO Reference Data / IPO Change

To: Securities Admission
Hong Kong Securities Clearing Company Limited ("HKSCC")
44/F, One Exchange Square,
8 Connaught Place, Central,
Hong Kong
Email address: HKSCC_SA@HKEX.COM.HK

Date :_____

Notes: In the event of connectivity issue with FINI making it impossible for the FINI Users to submit/ provide information via the following FINI functions: (a) "IPO Reference Data" / (b) "IPO Change", please complete this form and send the duly signed and completed form to HKSCC by email (HKSCC_SA@HKEX.COM.HK), followed by post to 44/F, One Exchange Square, 8 Connaught Place, Central, Hong Kong (Attn: The Manager, Securities Admission, HKSCC) within 5 business days and indicate "FINI Confirmation Form" on the envelope.

Dear Sirs,
Re: Public Offering of
_____(Company Name) (Stock Code : _____)

We hereby confirm the details (as indicated below) and please act on our behalf to update and/or submit the corresponding details via FINI UI:-

☐ ***(a) IPO Reference Data[1]***

Field Name	**Details**
e.g. ISIN	CNE123456789
(Please see attached file(s), if applicable)	

☐ ***(b) IPO Change[2]***
(after IPO Status reaches "Deal Initiated")

Field Name	**Details**
e.g. ISIN	CNE123456780
(Please see attached file(s), if applicable)	

We understand and acknowledge that:
(1) this form should reach HKSCC no later than 12:00 noon 1 day before the IPO status "Deal Initiated"[3] or at such time(s) as notified by HKSCC where appropriate (for IPO Reference Data) and such time(s) as notified by HKSCC which is subject to applicable IPO statuses or offering types (for IPO Change), respectively;
(2) if HKSCC does not receive this form by the deadline stated above, HKSCC is entitled (but not bound) to take such actions as it may consider fit;
(3) our request will only be effected or accepted by HKSCC after verification with the Designated Sponsor following the procedures set out in the FINI User Guide and subject to the Terms and Conditions of FINI, the General Rules of HKSCC and the HKSCC Operational Procedures as are in force from time to time; and

[1,2] See "FINI User Guide for Sponsors, Intermediaries and Legal Advisors" for the full list of IPO Reference Data Fields.
[3] "Deal Initiated" as defined in the "FINI User Guide for Sponsors, Intermediaries and Legal Advisors"

(4) HKSCC does not take any responsibility in verifying the content of my submission and my confirmation is treated as irreversible and final.

_____

Authorized Signature of Designated Sponsor
(with company chop, ONLY applicable if it forms part of your signing instruction)

Name (in block letter) : _____

Contact Tel No : _____

Contact Person : _____

FINI Confirmation Form – IPO Cancellation

To: Securities Admission
Hong Kong Securities Clearing Company Limited ("HKSCC")
44/F, One Exchange Square,
8 Connaught Place, Central,
Hong Kong
Email address: HKSCC_SA@HKEX.COM.HK

Date : _____

Notes: In the event of connectivity issue with FINI making it impossible for the FINI Users to submit/ provide information via the "IPO Cancellation" function, please complete this form and send the duly signed and completed form to HKSCC by email (HKSCC_SA@HKEX.COM.HK), followed by post to 44/F, One Exchange Square, 8 Connaught Place, Central, Hong Kong (Attn: The Manager, Securities Admission, HKSCC) within 5 business days and indicate "FINI Confirmation Form" on the envelope.

Dear Sirs,
Re: Public Offering of
_____(Company Name) (Stock Code : _____)

We hereby confirm the details (as indicated below) and please act on our behalf to update and/or submit the corresponding details via FINI UI:-

☐ ***IPO Cancellation***
- ☐ **I hereby confirm the IPO's cancellation and that a supplemental announcement has been published on HKEXnews.**
- ☐ **I hereby acknowledge that the IPO's cancellation on FINI is final and irreversible, and thereby request HKSCC to unwind any related procedures.**

We understand and acknowledge that:
(1) this form should reach HKSCC at such time(s) as notified by HKSCC which is subject to applicable IPO statuses and offering types;
(2) if HKSCC does not receive this form by the deadline stated above, HKSCC is entitled (but not bound) to take such actions as it may consider fit;
(3) our request will only be effected or accepted by HKSCC after verification with the Designated Sponsor following the procedures set out in the FINI User Guide and subject to the Terms and Conditions of FINI, the General Rules of HKSCC and the HKSCC Operational Procedures as are in force from time to time; and
(4) HKSCC does not take any responsibility in verifying the content of my submission and my confirmation is treated as irreversible and final.

_____
Authorized Signature of Designated Sponsor
(with company chop, ONLY applicable if it forms part of your signing instruction)

Name (in block letter) : _____

Contact Tel No : _____

Contact Person : _____

FINI Confirmation Form – Allocation Adjustment

To: Securities Admission
Hong Kong Securities Clearing Company Limited ("HKSCC")
44/F, One Exchange Square,
8 Connaught Place, Central,
Hong Kong
Email address: HKSCC_SA@HKEX.COM.HK

Date : _____

Notes: In the event of connectivity issue with FINI during IPO settlement process making it impossible for the FINI Users to submit/ provide information via the "Allocation Adjustments" function, please complete this form and send the duly signed and completed form to HKSCC by email (HKSCC_SA@HKEX.COM.HK), followed by post to 44/F, One Exchange Square, 8 Connaught Place, Central, Hong Kong (Attn: The Manager, Securities Admission, HKSCC) within 5 business days and indicate "FINI Confirmation Form" on the envelope.

Dear Sirs,
Re: Public Offering of
_____(Company Name) (Stock Code : _____)

We hereby confirm the details (as indicated below) and please act on our behalf to update and/or submit the corresponding details via FINI UI:-

☐ ***Allocation Adjustment***

Field Name	**Details**
Valid Application Quantity – EIPO Channel	e.g.50,000,000
Valid Application Quantity – eWhite Channel	100,000
Invalid Application Quantity – EIPO Channel	200,000
Invalid Application Quantity – eWhite Channel	5,000
Institutional Offer Demand	500,000,000

Other(s), if applicable [1]	
(Please see attached file(s), if applicable)	

We understand and acknowledge that:
(1) this form should reach HKSCC no later than 00:00 on Price Determination Date or at such time(s) as notified by HKSCC where appropriate;
(2) if HKSCC does not receive this form by the deadline stated above, HKSCC is entitled (but not bound) to take such actions as it may consider fit;
(3) our request will only be effected or accepted by HKSCC after verification with the Overall Coordinator(s) following the procedures set out in the FINI User Guide and subject to the Terms and Conditions of FINI, the General Rules of HKSCC and the HKSCC Operational Procedures as are in force from time to time; and
(4) HKSCC does not take any responsibility in verifying the content of my submission and my confirmation is treated as irreversible and final.

[1] See "FINI User Guide for Sponsors, Intermediaries and Legal Advisors" for the full list of Allocation Adjustment Fields.

_____

Authorized Signature of Overall Coordinator(s)
(with company chop, ONLY applicable if it forms part of your signing instruction)

Name (in block letter) : _____

Contact Tel No : _____

Contact Person : _____

FINI Confirmation Form – Final Offer Price

To: Securities Admission
Hong Kong Securities Clearing Company Limited ("HKSCC")
44/F, One Exchange Square,
8 Connaught Place, Central,
Hong Kong
Email address: HKSCC_SA@HKEX.COM.HK

Date : _____

Notes: In the event of connectivity issue with FINI making it impossible for the FINI Users to submit/ provide the Final Offer Price via the "Final Offer Pricing" function, please complete this form and send the duly signed and completed form to HKSCC by email (HKSCC_SA@HKEX.COM.HK), followed by post to 44/F, One Exchange Square, 8 Connaught Place, Central, Hong Kong (Attn: The Manager, Securities Admission, HKSCC) within 5 business days and indicate "FINI Confirmation Form" on the envelope.

Dear Sirs,
Re: Public Offering of
_____(Company Name) (Stock Code : _____)

We hereby confirm the details (as indicated below) and please act on our behalf to update and/or submit the corresponding details via FINI UI:-

☐ ***Final Offer Price***

☐ **I hereby confirm the Final Offer Price of the IPO (Stock Code : _____) to be HKD / CNY / USD _____ .**

We understand and acknowledge that:
(1) this form should reach HKSCC no later than 10:00 am on Price Determination Date or at such time(s) as notified by HKSCC where appropriate;
(2) if HKSCC does not receive this form by the deadline stated above, HKSCC is entitled (but not bound) to take such actions as it may consider fit;
(3) our request will only be effected or accepted by HKSCC after verification with the Overall Coordinator(s) following the procedures set out in the FINI User Guide and subject to the Terms and Conditions of FINI, the General Rules of HKSCC and the HKSCC Operational Procedures as are in force from time to time; and
(4) HKSCC does not take any responsibility in verifying the content of my submission and my confirmation is treated as irreversible and final.

_____
Authorized Signature of Overall Coordinator(s)
(with company chop, ONLY applicable if it forms part of your signing instruction)

Name (in block letter) : _____

Contact Tel No : _____

Contact Person : _____