

MAYER • BROWN  
JSM

**BY HAND**

City University of Hong Kong  
Staff Association  
Room Y4304, 4/F,  
Academic 1,  
City University of Hong Kong  
Tat Chee Road,  
Kowloon,  
Hong Kong

Our Ref: KHL/BYCL/  
41047439  
Your Ref:  
Email: jonathan.luk@  
mayerbrownjism.com  
Tel: 2843 2291  
Fax: 2103 5960  
Date: 24 August 2011

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香港中環遮打道10號  
太子大廈16-19樓

電話 +852 2843 2211  
傳真 +852 2845 9121

Attn: Executive Committee

Dear Sirs,

**Re: Room Y4304, 4/F, Academic 1, City University of Hong Kong  
Tat Chee Road, Kowloon, Hong Kong ("the Premises")**

1. We act for the City University of Hong Kong, the owner of the Premises, which is presently occupied by you.
2. We are instructed that by an email dated 20 July 2011 ("**the Email**") issued by the Chief Administration Officer of the University to the Chairman and Members of your Executive Committee, the University informed you that it requires the Premises for its own use and demanded you to deliver vacant possession of the Premises and return the keys of the Premises to the Director of Campus Development and Facilities Office within one month of the date of the email, which period expired on 20 August 2011.
3. We are further instructed that despite the Email, you have failed and refused and still fail and refuse to deliver vacant possession of the Premises to the University.
4. On behalf of the University, we hereby give you notice that unless you deliver up vacant possession of the Premises to the University within 7 days from the date of this letter, we have standing instructions from the University to issue legal proceedings against you to seek recovery of the Premises without further notice, in which event, you will further be liable for the University's legal costs. The University further reserves its rights to claim all loss and damage arising from your wrongful occupation of the Premises. The University would be prepared to withhold or cease legal proceedings if you deliver vacant possession and return the key of the Premises to the University at any time.

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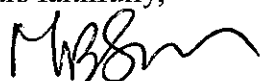
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5. All the University's rights are hereby reserved.

Yours faithfully,

A handwritten signature in black ink, appearing to be 'MBS' with a flourish.

Mayer Brown JSM.