

IPO APP User Manual

IPO

Tricor IPO App has been exclusively developed for our IPO clients and public investors, it is the first mobile app of its kind developed in Hong Kong.

You can apply for IPO shares anytime anywhere, while keeping track of the IPO allotment results with just a few clicks. Together with our fast payment method, we will give you a brand new IPO shares subscription experience.

Applying IPO

Logon as Registered¹
User or enter as Guest



Apply IPO



Payment
Option 1: IPO Smart Pay²
(for registered user)

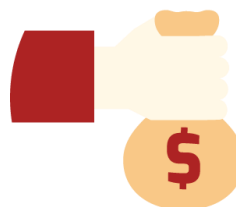


Supported by



OR

Option 2: Payment via
designated banks



IPO
Application
Result



Other
Features



¹One-off Registration as “Registered User”

Applicants are encouraged to register as “Registered User” and can enjoy the benefit in

- Saving you from inputting applicant’s details for each IPO application
- “One specimen” signature can cover for all IPOs applied through this white form e-IPO
- All allotment result can be reviewed in one go without doing enquiry by stock respectively
- Can use our IPO Smart Pay function

²IPO Smart Pay Registration (One-off registration only)

Applicants can register and link your bank accounts for IPO auto-payment with the following benefits:

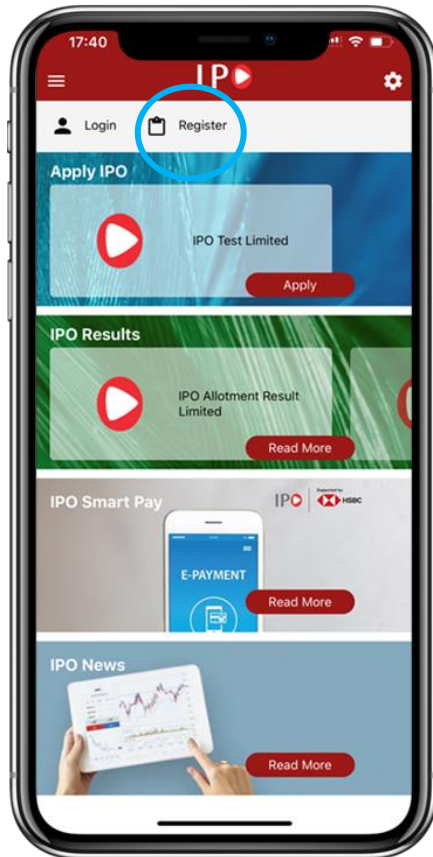
- Auto-pay arranged on Closing Day once IPO application is made
- Application monies stay in your account until the IPO Closing time.
- More flexibility to make cancellation or amendment anytime.
- Works for any IPO schedule even if the shortest settlement time



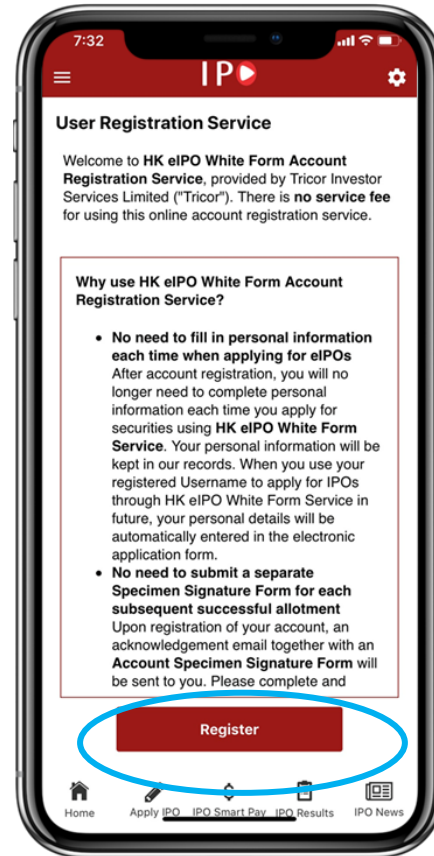
**1. User Registration for first time user
(One-off for existing Registered Users)**

1. User Registration

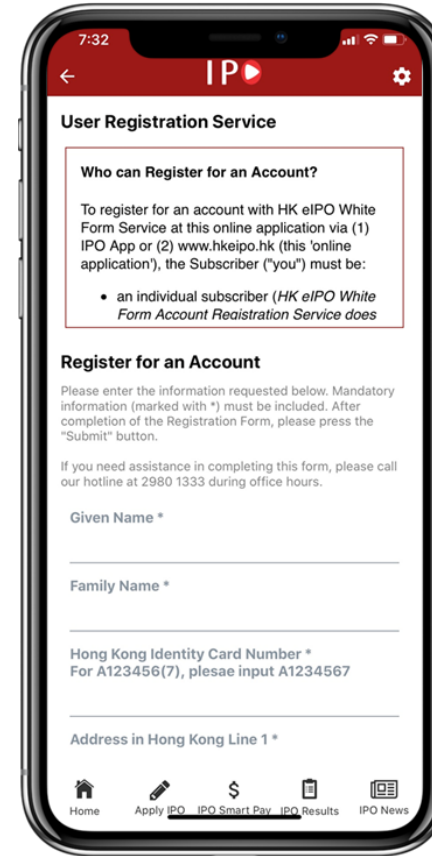
1. HOMEPAGE



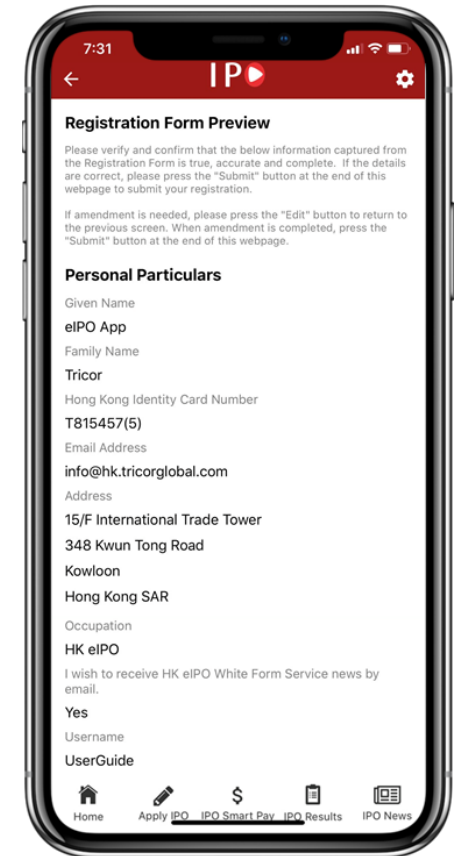
2. USER REGISTRATION INTRODUCTION



3. REGISTRATION FORM



4. REGISTRATION PREVIEW



STEPS

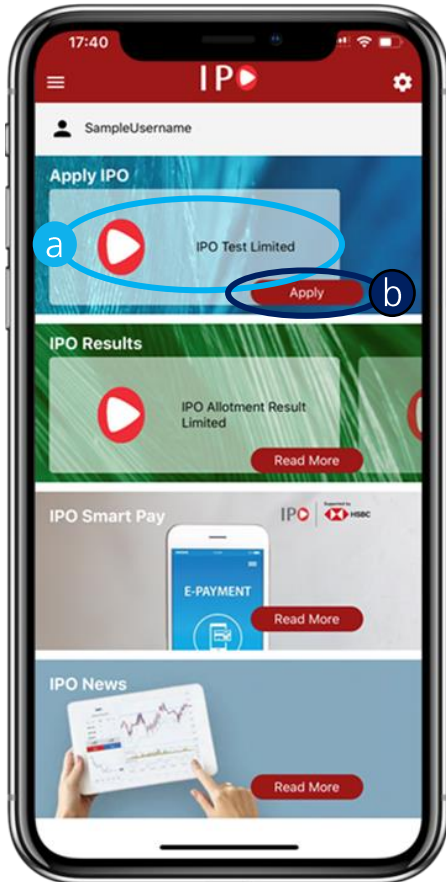
1. Press "Register" from the toolbar
2. Read through the information and press "Register"
3. Fill in the required personal information and press "Submit"
4. Double check the personal information in the preview page and press "Submit" to submit the form

Noted: Family name and given name should match with your HKID card

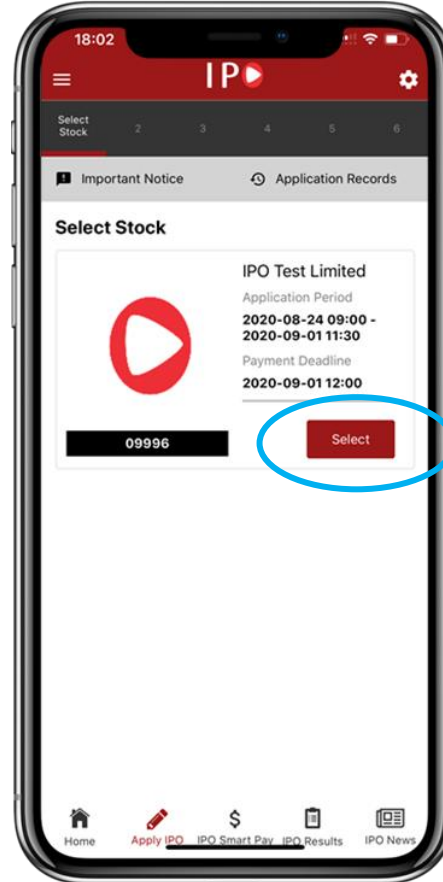
2. Apply IPO

2.1 Apply IPO - Select Stock, T&C & Prospectus

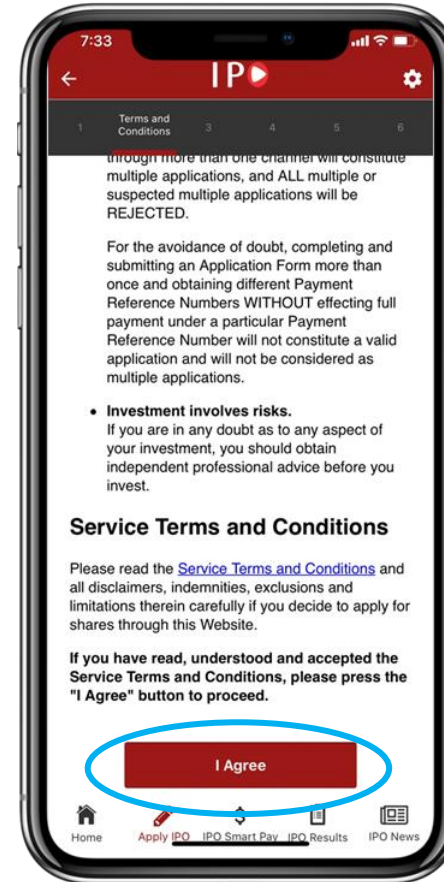
1. HOMEPAGE



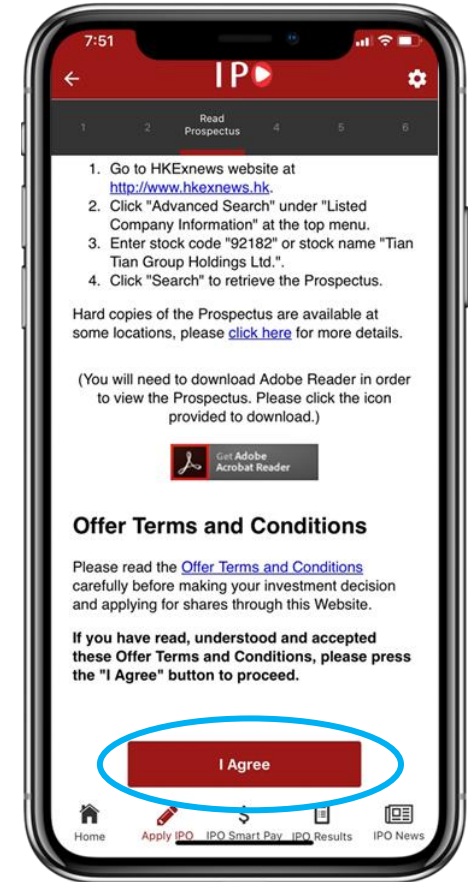
2. SELECT STOCK PAGE



3. TERMS AND CONDITIONS



4. PROSPECTUS

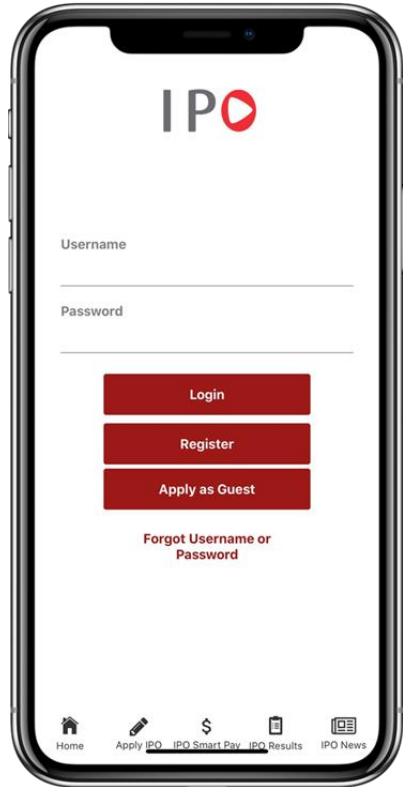


STEPS

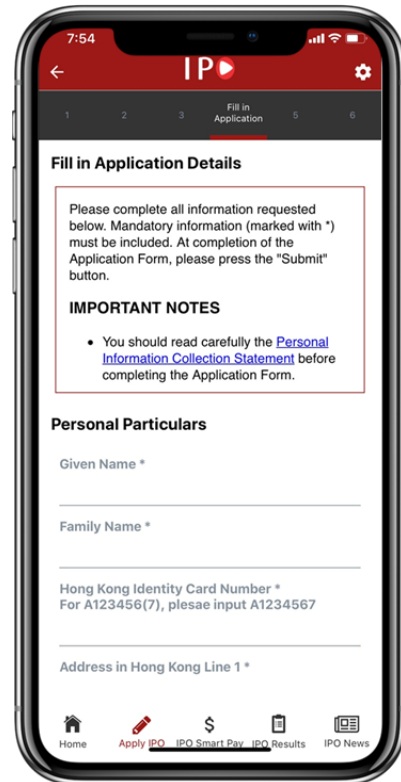
- 1a. Go to Apply IPO and select IPO
- 1b. Press "Apply"
2. Press "Select"
3. Read through Terms and Conditions carefully and click "I Agree"
4. Read prospectus of the selected stock and click "I Agree"

2.2 Apply IPO - Fill In Application Form

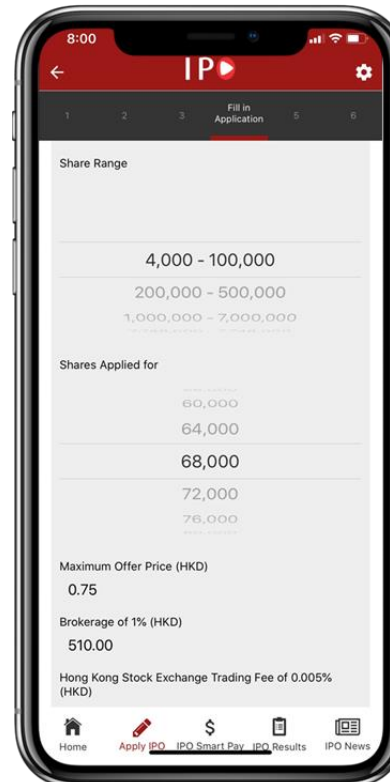
5. LOGIN PAGE



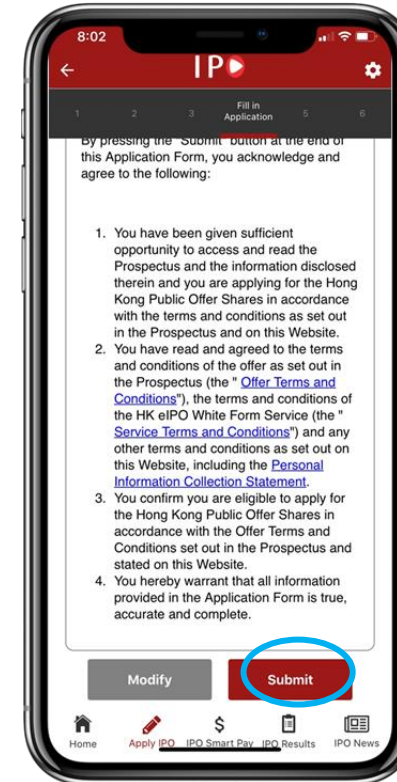
6. APPLICATION DETAILS



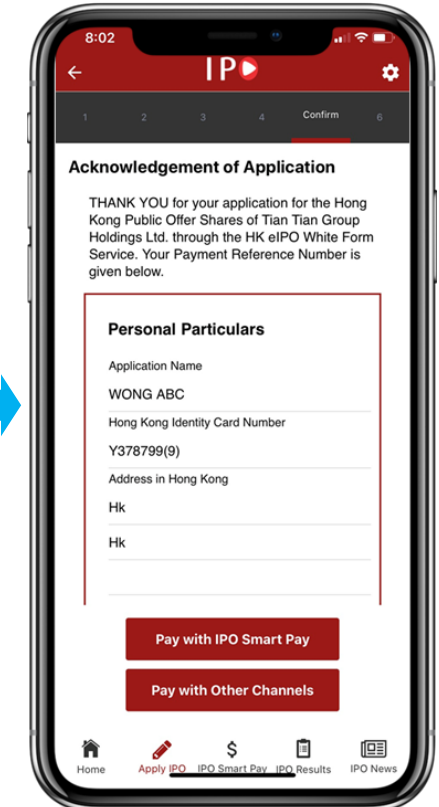
7. NO. OF SHARES



8. APPLICATION PREVIEW



9. ACKNOWLEDGEMENT OF APPLICATION



STEPS

5. Select "Login" as "Registered User" or "Apply as Guest"
6. Edit (if necessary) / fill in the personal information
7. Select the no. of shares would like to apply and press "Submit"
8. Double verify the personal information and the no. of shares to be applied, and press "Submit" to proceed
9. Confirm the "Acknowledgement of Application" is displayed

3. Payment (Option 1 - IPO Smart Pay)

ONE OFF SETUP BEFORE MAKING THE IPO APPLICATION

3.1 Register for IPO Smart Pay (Registration & Confirmation)

- One off only before IPO application is made

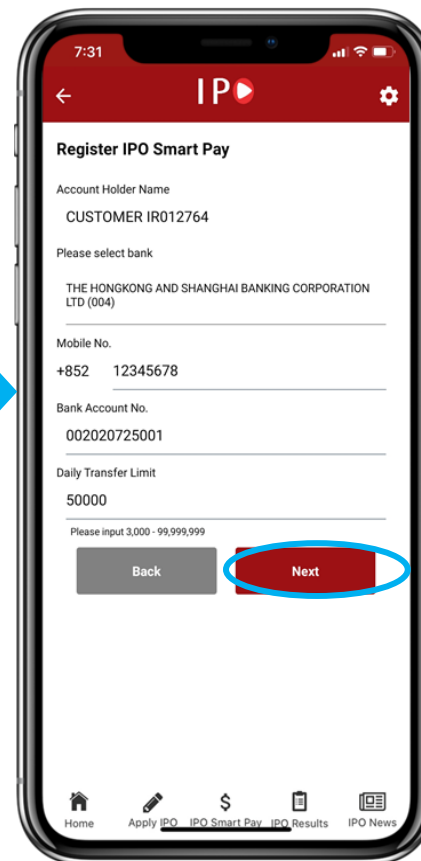
Log in as User



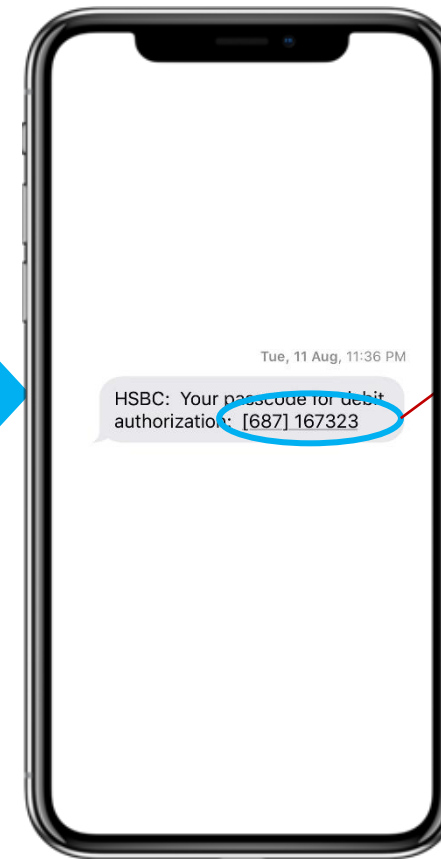
2. IPO Smart Pay Menu



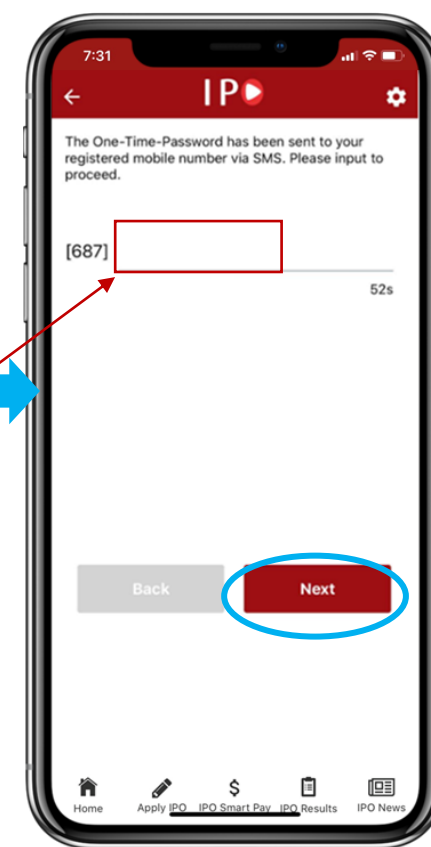
3. IPO Smart Pay Registration



4. OTP SMS



5. Complete the Registration



STEPS

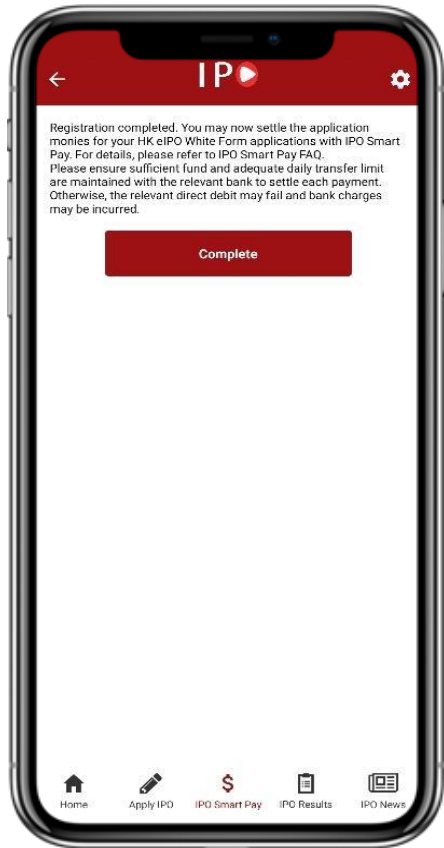
1. Press "Login" from the toolbar
2. Insert the username and password and press "Login"
3. Go to IPO Smart Pay and press "Read More"
4. Press "Register IPO Smart Pay"
5. Fill in the Bank Account information and the daily transfer limit and press "Next" (**there are 11 banks that you can choose to Link up for our IPO Smart Pay**)
6. A One-Time Password SMS will be received if HSBC is the selected bank
7. Insert the One-Time Password from SMS and press "Next" to complete the registration

Note: Different banks have different confirmation methods. HSBC bank account is used here for demonstration purpose only

3.2 Register for IPO Smart Pay (Registration & Confirmation)

- One off only before IPO application is made

COMPLETE REGISTRTRION



SMS FROM BANK

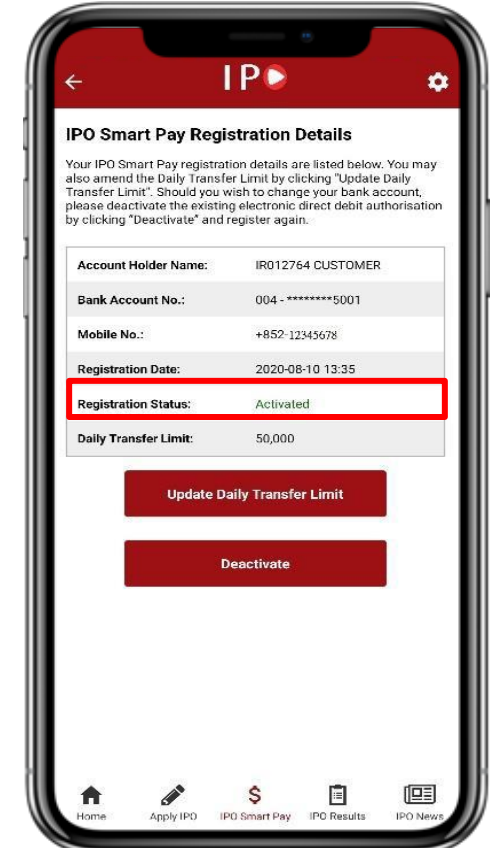


OR

SMS FROM BANK



CHECK THE REGISTRATION STATUS



STEPS

8. Confirm "Complete"

9. Receive SMS Confirmation from your own Bank when eDDA is being set up (autopayment has been set)

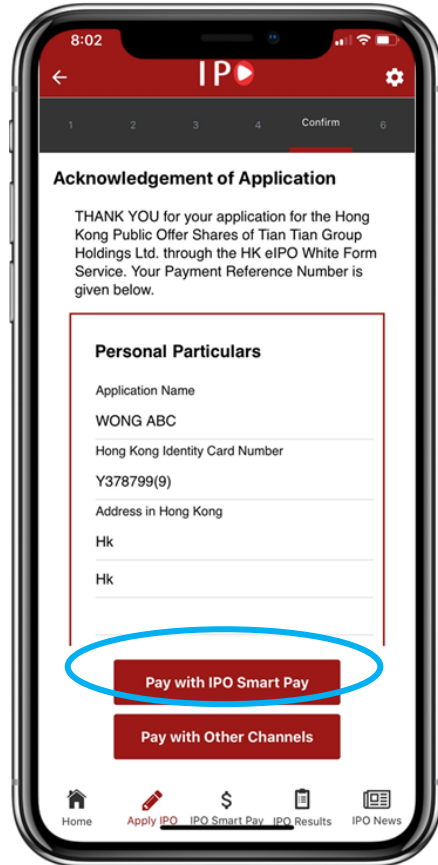
10. If your bank do not send SMS message to you. Go to IPO Smart Pay Menu, Click on the "Bank Account Settings"

11. Check the Registration Status whether it's "Activated", "Pending", "Rejected" or "Deactivated". Registration Status has to be "Activated for using IPO Smart Pay"

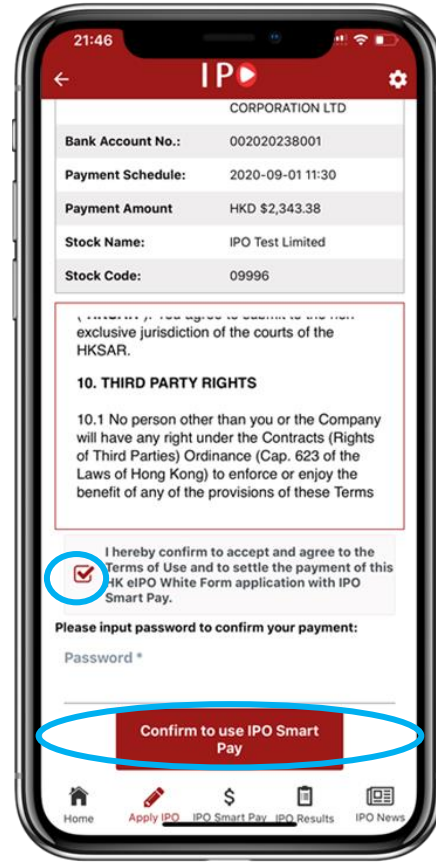
3a. Payment (Option 1 - IPO Smart Pay)
Choose to use IPO Smart Pay for payment

3a. Payment using IPO Smart Pay (for registered user)

APPLICATION ACKNOWLEDGEMENT



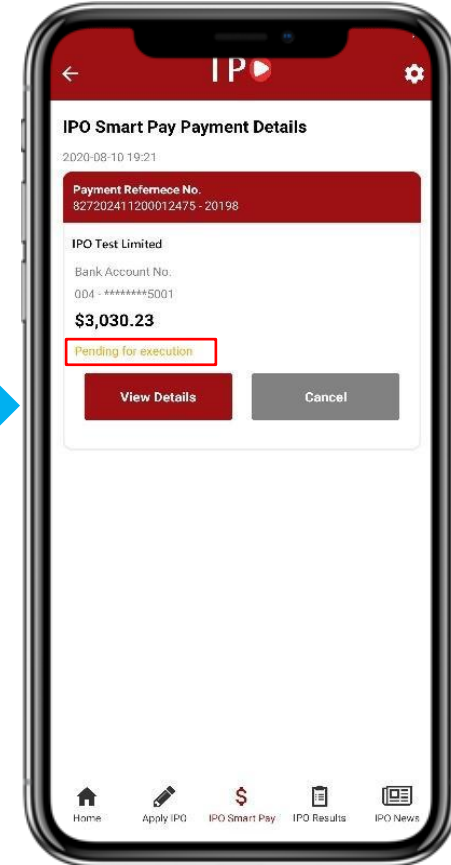
PAY VIA IPO SMART PAY



CHECK PAYMENT DETAILS



CHECK PAYMENT STATUS



STEPS

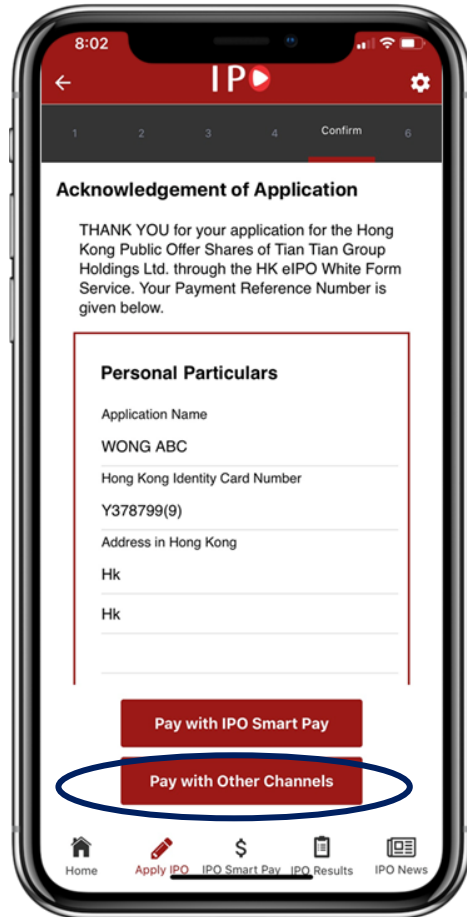
1. Press "Pay with IPO Smart Pay"
2. Accept the Terms Use, insert account password and press "Confirm to use IPO Smart Pay"
3. For checking the IPO Smart Pay Payment Details, Go to the IPO Smart Pay menu and click "Payment Details"
4. The IPO Smart Pay Payment Details should show as "Pending for execution" and the autopayment will be executed on the Closing Date automatically based on the scheduled time. For those IPO applications which auto-payment made, status should be shown as "Executed"

3b. Payment (Option 2 – Other channels)

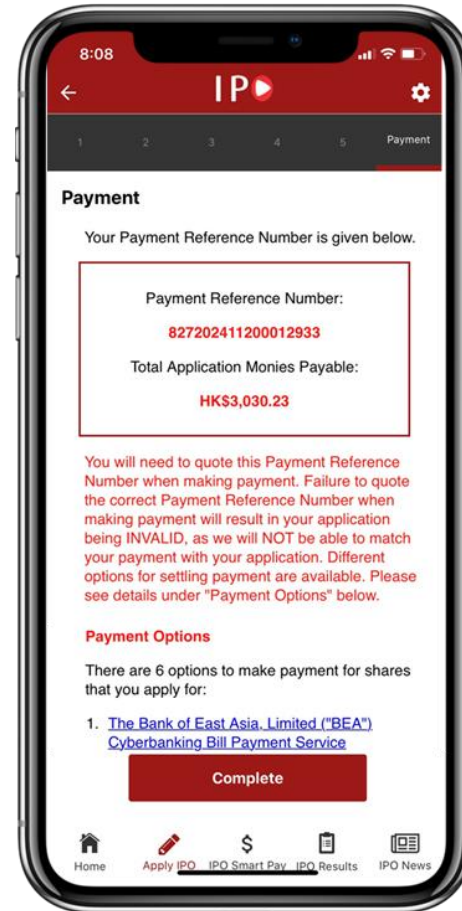
Payment through designated banks

3b. Payment with other Payment Options

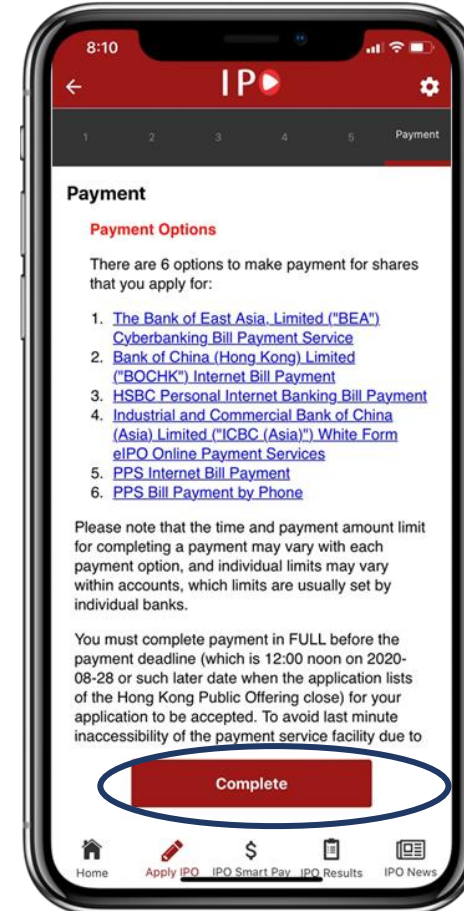
1. APPLICATION ACKNOWLEDGEMENT



COPY THE PAYMENT REFERENCE NUMBER



CHOOSE WHICH PAYMENT CHANNELS



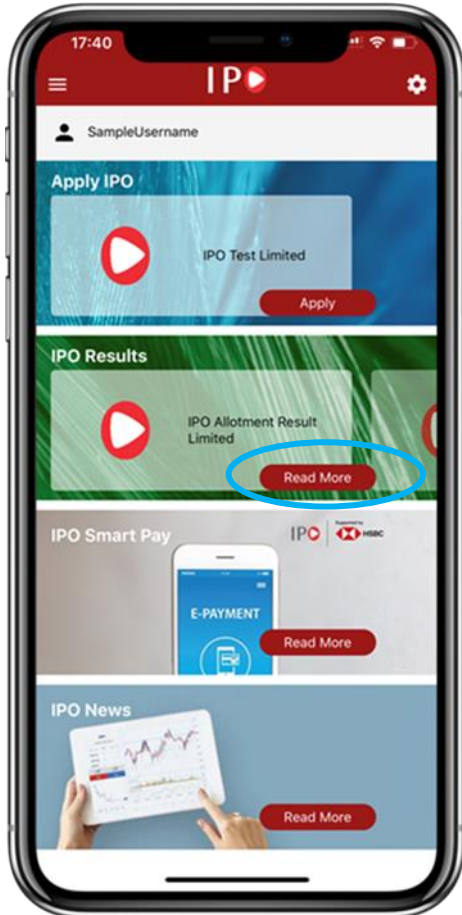
STEPS

1. Press "Pay with Other Channels"
- 2a. Accept the Terms Use, insert account password and press "Confirm to use IPO Smart Pay"
- 2b. Copy the Payment Reference Number for other offline payment options and press "Complete"
3. Click on the Payment Options you choose and payment methods will be explained in details. Investors need to logon to those Payment Channel and make payment from these platforms

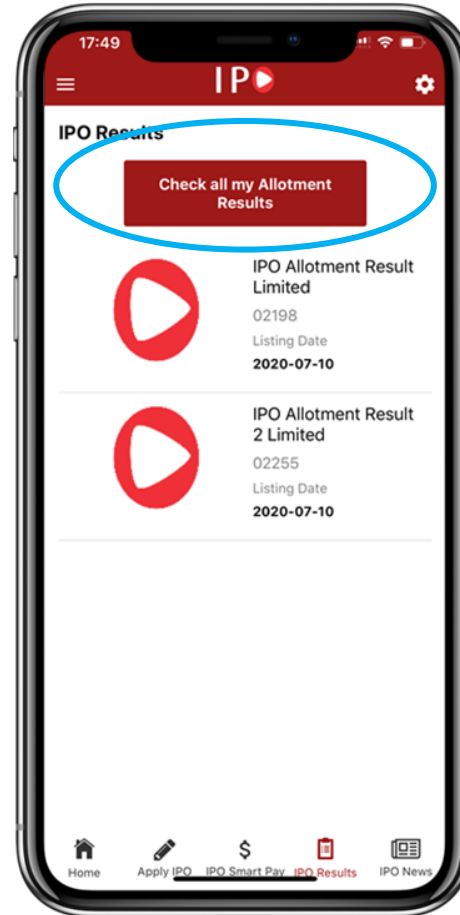
4. IPO Application Result

4.1 Check IPO Application Result (Registered User)

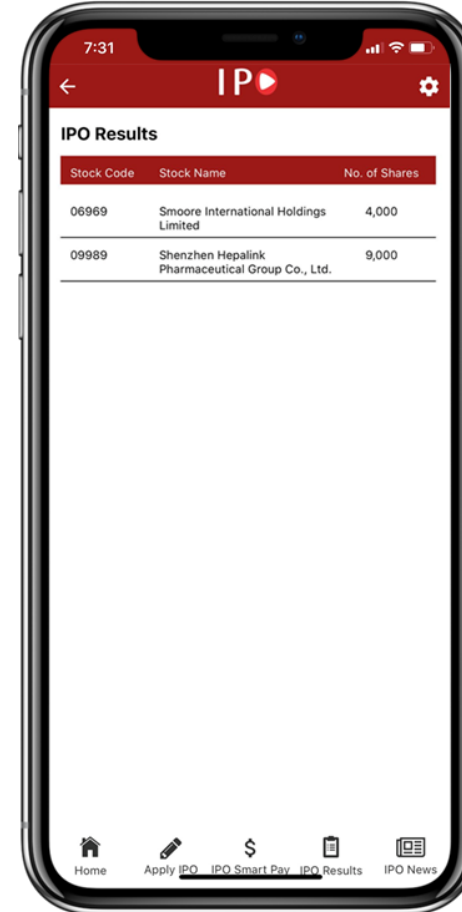
1. HOMEPAGE



2. IPO RESULTS LIST



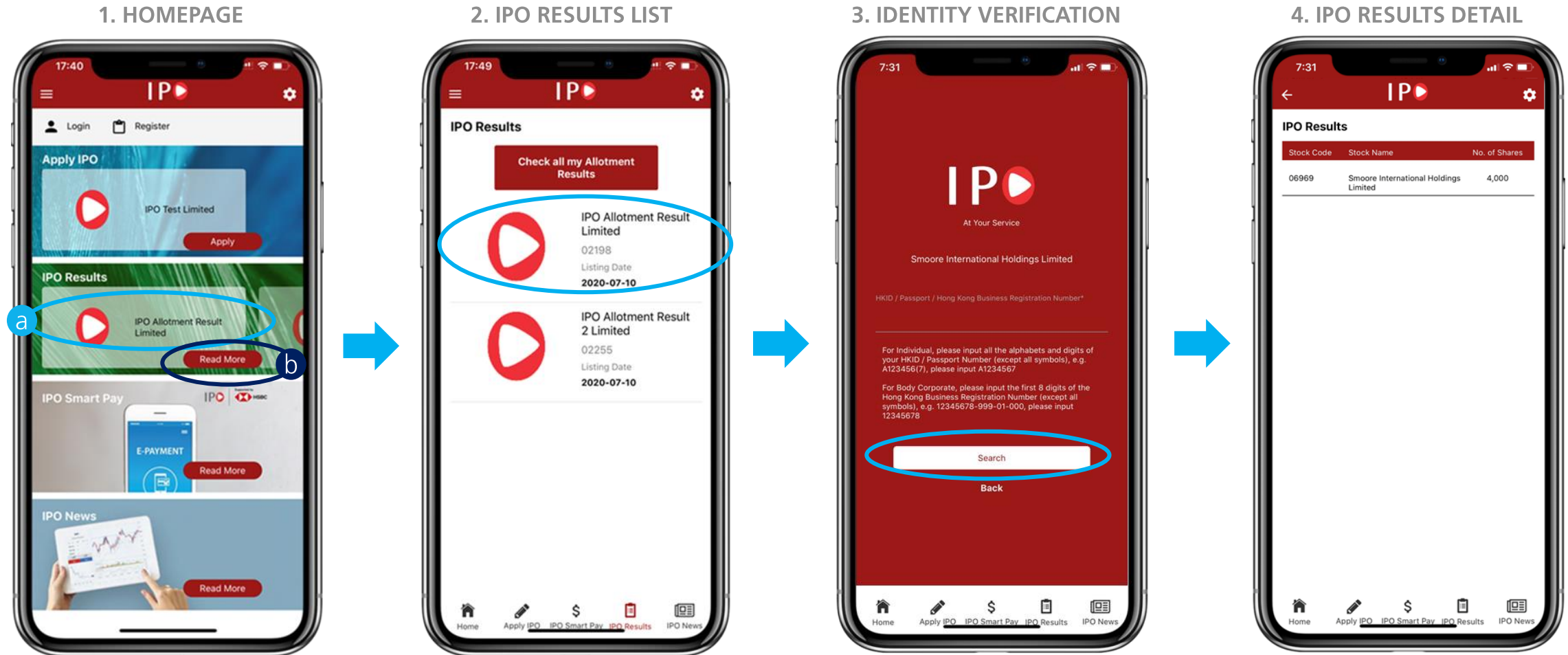
3. IPO RESULTS DETAIL



STEPS

1. Go to IPO Results and press "Read More" after login
2. Press "Check all my Allotment Results"
3. All the results of the IPOs applied under this username will be displayed

4.2 Check IPO Application Result (Guest)



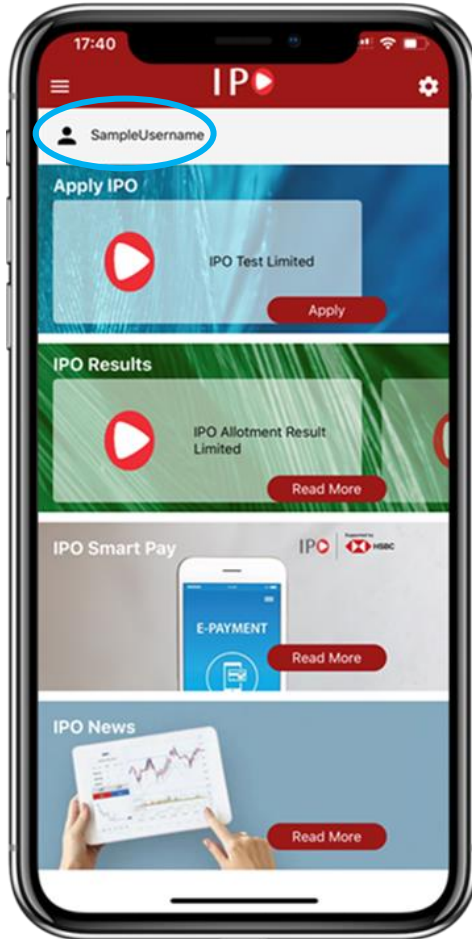
STEPS

- 1a. Go to IPO Results and select the IPO
- 1b. Press "Read More" Button
2. Select the IPO
3. Insert HKID/ Passport / Business Registration No. and press "Search"
4. IPO results will be displayed

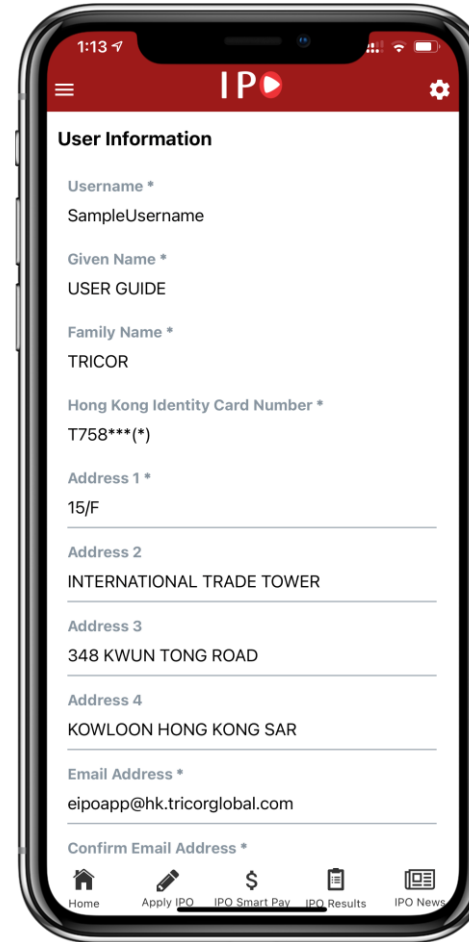
5. Other Features

5.1 Edit User Information

1. HOMEPAGE



2. User Information

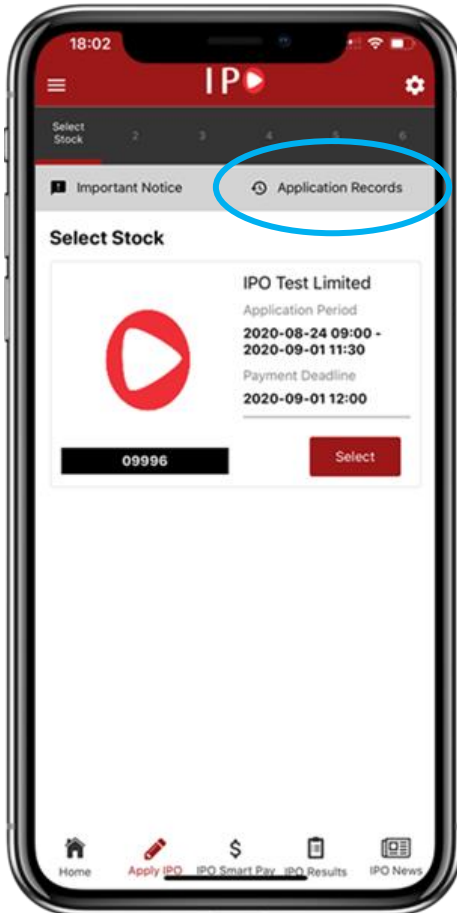


STEPS

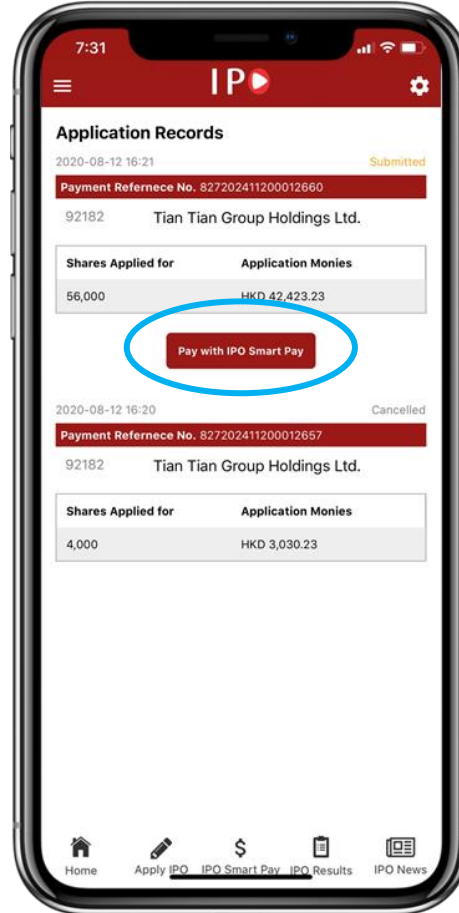
1. Press the Profile icon after login
- 2a. To update user information: Edit your personal information and press "Update"
- 2b. To change password: Insert new password in the field and press "Change Password"

5.2 Change Payment Method to IPO Smart Pay

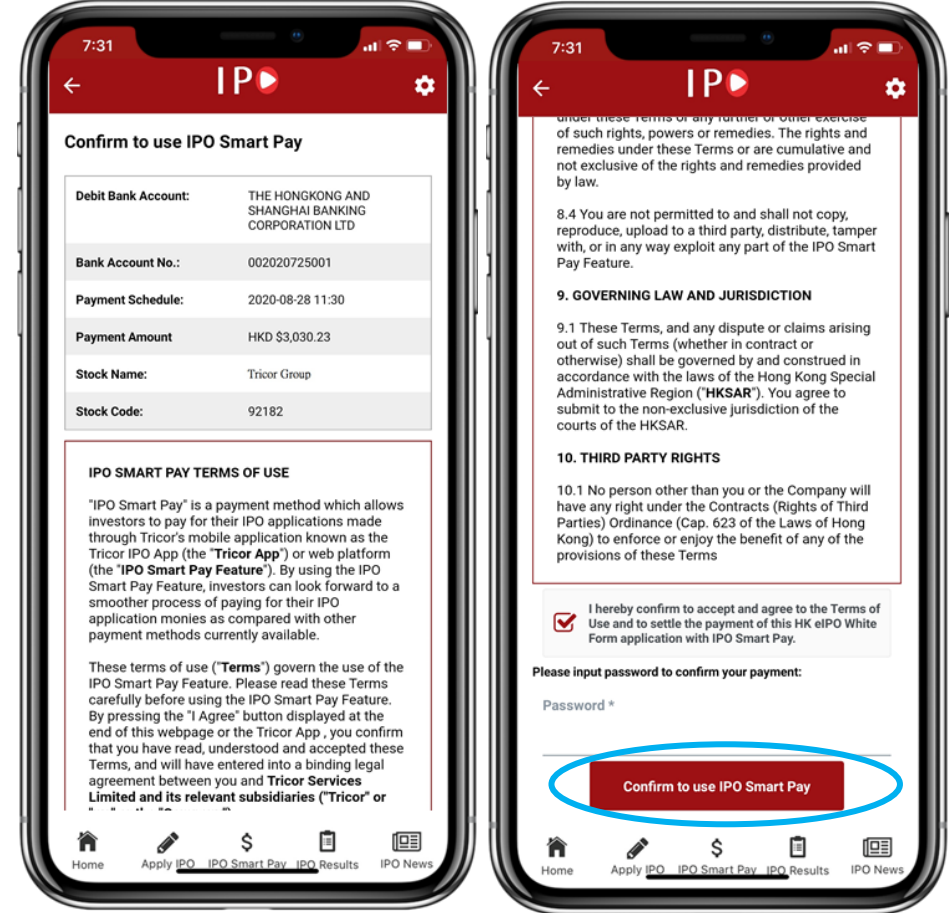
1. SELECT STOCK PAGE



2. APPLICATION RECORDS



3. IPO SMART PAY CONFIRMATION

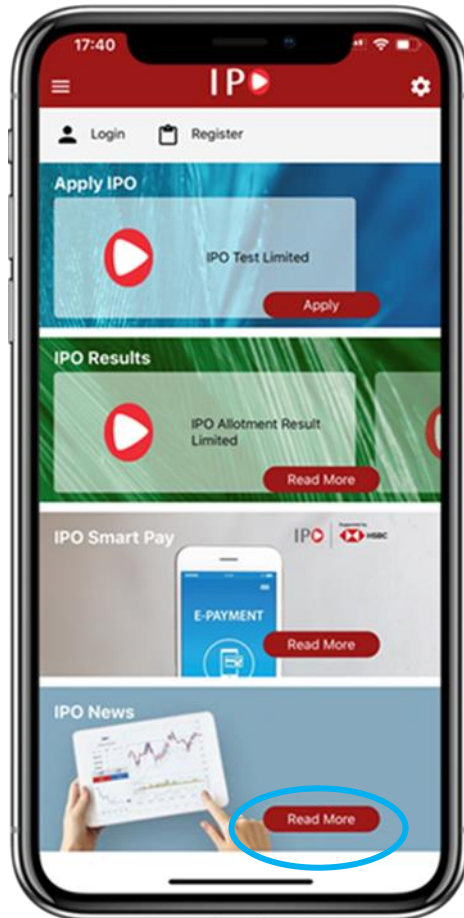


STEPS

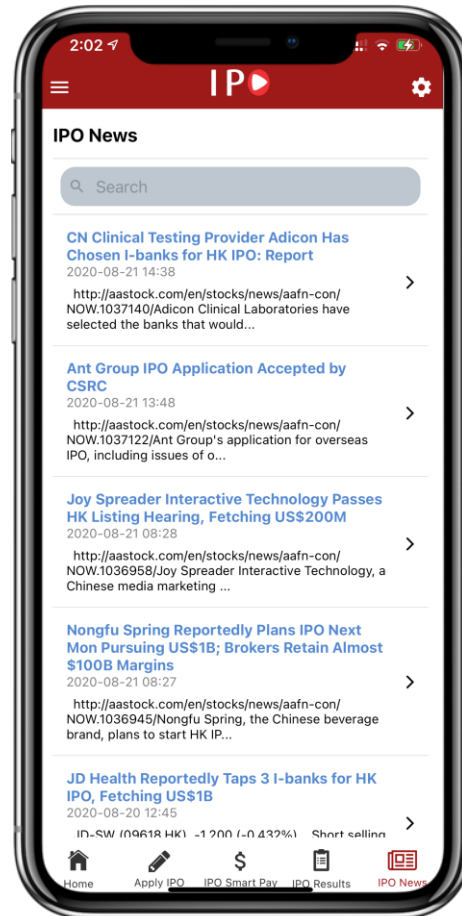
1. Login and press "Application Records"
2. Press "Pay with IPO Smart Pay" under the IPO to be paid with IPO Smart Pay
3. Insert account password to confirm paying the IPO with IPO Smart Pay

5.3 Monitor Latest IPO News

1. HOMEPAGE



2. IPO NEWS LIST

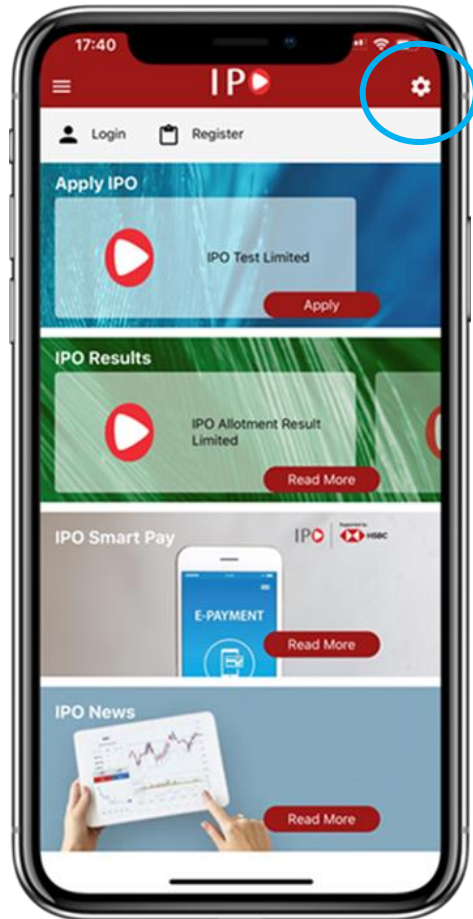


STEPS

1. Go to IPO News and press "Read More"
2. Press the interested IPO News for details

5.4 Switch App Language

1. HOMEPAGE



2. SETTING



3. HOMEPAGE



STEPS

1. Press setting icon on the top right corner
2. Press “切换成中文” to switch to Chinese interface
3. Back to homepage

Please feel free to contact us if you have any problems accessing the IPO App



(852) 3907 7333



Service Hours: During IPO Offer Period 9:00 a.m. to 6:00 p.m.,
excluding Sunday and Public Holiday in Hong Kong



Founded in 2000, Tricor Services Limited has been the leading business expansion specialist in Asia. Our team of 700+ professionals serves over 10,000 clients across multiple industries, including more than 50% of listed companies and family offices, from Hong Kong and China in full strength.

Tricor Services Limited's business expansion solutions include integrated business management advisory, corporate administration and secretarial services, trust and fiduciary services, and human resource consultation. Tricor Inside, our unique approach to business expansion, empowers companies to seamlessly maneuver from start-up to IPO and beyond.

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