

Appendix (3)

臺灣證券交易所股份有限公司辦理重大訊息說明記者會申報書

Taiwan Stock Exchange Corporation Registration Form for Material Information

Press Briefing

更新日期：民國 110 年 8 月 3 日

Date of update: 3 August 2021

訊息內容 說明 Information Content	<p>一、事實發生日：_____年_____月_____日</p> <p>I. Date of occurrence: _____ (Date/ Month/ Year)</p> <p>二、訊息內容：</p> <p>II. Information content:</p> <p>1. 符合「<u>對有價證券上市公司重大訊息之查證暨公開處理程序</u>」<u>第十一條</u>第_____款規定情事。</p> <p>1. Conforms to the circumstance in Item _____, <u>Article 11</u> of the "<u>Procedures for Verification and Disclosure of Material Information of Companies with Listed Securities</u>"</p> <p>2. 略述內容： _____ _____</p> <p>2. Summary: _____ _____</p>
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辦理說明	一、參加人員 I. Attendees
記者會通知事項	1. 發言人(職稱、姓名):
Notification	2. 其它(職稱、姓名):
Matters for	1. Speakers (title, name):
the Press	2. Others (title, name)
Briefing	二、擬辦理記者會之形式、日期、時間 II. Proposed form, date and time
	1. 形式: <input type="checkbox"/> 重大訊息說明會 <input type="checkbox"/> 記者會
	1. Form: <input type="checkbox"/> Material information briefing <input type="checkbox"/> Press conference
	2. _____月_____日_____時至_____時(上午9-12時、下午2-5時)
	2. From _____ to _____ (Date/ Month) (9 A.M. to 12 P.M., 2 P.M. to 5 P.M.)
	3. 其它(緊急事故時適用):
	3. Others (applicable only to an emergency)
	三、擬辦理記者會之地點: <input type="checkbox"/> 交易所 <input type="checkbox"/> 其他: _____
	III. Proposed location: <input type="checkbox"/> TWSE <input type="checkbox"/> Others
	四、準備相關資料計 30 份(另附正式文件一份)
	IV. Have prepared 30 copies of the related data ( and one copy of the formal document)
	五、發言人不克出席事由:
	V. Reasons for the speaker's unavailability:
	_____股份有限公司
	_____ Co., Ltd.
	負責人_____
	或
	經理人_____
	Responsible person _____
	or
	Manager _____
	年 月 日
	(Date/ Month / Year)

(一)上市公司未依規定主動於期限內，或拒絕依規定申報或召開上市公司重大訊息說明記者會或公

開資訊有虛偽不實者，本公司得依「對有價證券上市公司重大訊息之查證暨公開處理程序」第15條規定辦理。

1. If a listed company fails to register or hold on its own initiative within the required period, or refuses to register or hold, a material information press briefing of a listed company in accordance with the regulations, or the information it publishes is false and untrue, the TWSE may take action in accordance with Article 15 of the "Procedures for Verification and Disclosure of Material Information of Companies with Listed Securities."

(二)上市公司應據實填報，並加蓋公司及負責人或經理人印章，以示負責。

2. A listed company shall fill in true information and stamp its chop as well as the chop of its responsible person or manager to indicate its responsibility.

(三)上市公司於辦理重大訊息說明記者會之前，不得私下公布任何消息，以確保資訊之正確性及普及性。召開事由如對公司財務業務有重大影響者，建議宜於2時30分以後召開。

3. Before holding a material information press briefing, a listed company shall not publish any information privately, so as to ensure the correctness and availability of information. Where the reason for holding the briefing has a material impact on the company's finance and business, it is suggested that the briefing be held after 2:30 P.M.

※(四)本表請於重大訊息說明會召開 **2.5 小時**（記者會召開 **1.5 小時**）前先行傳真至本公司 上市一/二部(FAX NO：(02)8101-3602/(02)8101-3601)。

4. Please fax this list to the Listing Department 1 and 2 of the TWSE (FAX NO：(02)8101-3602/(02)8101-3601) **2.5 hours before the material information briefing (1.5 hours before the press conference)** is held.

(五)為確保申請重大訊息說明記者會之作業流暢，上市公司應於「公務時間」事先洽詢本公司確認召開記者會之時間及地點合宜性。倘於非上班時間因發生緊急重大情事而有召開重大訊息說明會之必要時，惟無法聯繫到本公司人員，請將召開相關訊息以簡訊傳送至「非上班時間說明記者會」專用之公務門號(0978-917-167)。

5. A listed company shall ascertain from the TWSE **in advance within “service hours”** the appropriateness of the time and place of a press conference, to ensure smooth processing of an application for holding a material information press briefing. If a material information press briefing is necessary during non-office hours due to a material emergency, in the event of failure to contact TWSE personnel, please send the related information by text to the special business number (0978-917-167) for "press briefing at non-office time."