

December 2020

Dear Shareholder,

### **Notice of Meeting and Annual Report and Accounts for the Year Ended 31<sup>st</sup> July 2020**

Please accept this letter as notification that C4X Discovery Holdings plc's (the **Company**) Annual Report and Accounts for the year ended 31<sup>st</sup> July 2020 and the Notice of the Annual General Meeting have now been published on the Company's website at [www.c4xdiscovery.com](http://www.c4xdiscovery.com) and are enclosed for shareholders who elected for a hard copy of the Report. We extend our thanks to our third-party printers and fulfilment house for achieving this under challenging business circumstances.

#### **AGM attendance**

The Company's Annual General Meeting (**AGM**) will be held virtually at 2pm on 19 January 2021.

In light of the COVID-19 situation, the Annual General Meeting will be conducted as a closed meeting and Shareholders will not be allowed to attend. The Company will make arrangements such that the legal requirements to hold the meeting can be satisfied through the attendance of a minimum number of members and the format of the meeting will be purely functional. Anyone seeking to attend the Annual General Meeting will be refused entry. The arrangements for the AGM may also need to change at short notice. The Company will continue to update shareholders in the usual way, via the Regulatory News System (RNS). There will be no presentation given on business progress at this year's AGM.

As a result of the COVID-19 situation, The Company therefore requests that all of its shareholders (a) appoint the Chair of the meeting as their proxy and (b) submit their votes via proxy in advance of the meeting, to ensure that their votes are counted. If a shareholder appoints a person other than the Chair of the meeting as their proxy, that other proxy will not be able to attend the AGM and, as a result, that shareholder's votes will not be counted.

Each resolution considered at the Annual General Meeting will be conducted by a poll. The Board considers that voting by a poll is in the interests of shareholders as a whole and ensures that the views of as many shareholders as possible are represented at the Annual General Meeting.

The COVID-19 situation is constantly evolving, and the UK Government may change current restrictions or implement further measures relating to the holding of general meetings during the affected period. Any changes to the arrangements for the AGM (including, without limitation, as to proxy appointments, attendance, venue, format, the business to be considered or timing, as the case may be) will be communicated to members before the meeting through our website and, where appropriate, via the Regulatory News Service.

This letter does not contain the full details of the resolutions to be tabled at the meeting. These are contained in the Notice of the AGM, included in the Annual Report and Accounts, and should be read before you complete your vote. The Directors consider that the proposed resolutions contained in the Notice of the AGM are in the best interests of the Company and shareholders as a whole and unanimously recommend that you vote in favour of them, as they intend to do in respect of their own shareholdings.

#### **Proxy voting**

You will not receive a hard copy form of proxy for the AGM in the post. Instead, you will be able to vote electronically at [www.signalshares.com](http://www.signalshares.com). You will need to log into your Signal Shares account or register if you have not previously done so. To register you will need your Investor Code which is detailed on your share certificate.

Given the current circumstances, the Company strongly encourages shareholders to vote electronically. Instructions on voting are attached to the Notice of AGM sent out to shareholders and can also be found on the Company's website. Shareholders may also wish to submit questions in advance via e-mail at [contact@c4xdiscovery.com](mailto:contact@c4xdiscovery.com) by no later than 2pm on 15 January 2021. Responses to the questions will be provided directly following the conclusion of the AGM.

If you need help with voting online, please contact our Registrar, Link Group, on Tel: 0371 664 0300. Calls are charged at the standard geographic rate and will vary by provider. Calls outside the United Kingdom will be charged at the applicable international rate. Lines are open between 09:00 - 17:30, Monday to Friday excluding public holidays in England and Wales. During this challenging time, extra pressure is being put on telephone services and it may just take a little longer to get through than normal. Or email Link at [shareholderenquiries@linkgroup.co.uk](mailto:shareholderenquiries@linkgroup.co.uk).

On account of the 'stay at home measures', shareholders wishing to appoint a proxy are recommended to appoint the Chairman of the Meeting to do so. Proxy votes must be received by no later than 2pm on 15 January 2021.

May I take this opportunity to thank you for your continued support as a shareholder of C4X Discovery plc and to wish you and your families well during these difficult times.

Yours faithfully

Eva-Lotta Allan  
Chairman

This letter has been sent to registered shareholders who have elected to receive communications by post and to certain beneficial owners of shares who have been nominated by their registered holders of shares to enjoy information rights in accordance with section 146 of the Companies Act 2006 ("nominated persons"). **Such nominated persons are advised that, in order to vote at the forthcoming Annual General Meeting, they must issue an instruction to the registered holder of their shares.** The Company may only accept instructions from registered holders of its shares and it would therefore be unable to act upon any instructions received from nominated persons.

## **Additional shareholder information**

### **Shareholder Communications**

The majority of shareholders choose to receive Annual Reports and Notices of meetings electronically. This has a number of advantages for the Company and its shareholders. It increases the speed of communication, saves you time and reduces print and distribution costs and our impact on the environment.

- If you would like to receive notifications by email, you can register your email address via the Share Portal [www.signalshares.com](http://www.signalshares.com) or write to FREEPOST SAS, 34 BECKENHAM ROAD, BR3 9ZA (no stamp or further address detail is required. Please write in BLOCK CAPITALS)
- If you would like to receive shareholder information in hard copy form, you can register your request via the Share Portal [www.signalshares.com](http://www.signalshares.com) or write to FREEPOST SAS, 34 BECKENHAM ROAD, BR3 9ZA (no stamp or further address detail is required. Please write in BLOCK CAPITALS)

Please note that you still have the right to request hard copies of shareholder information at no charge.

Please note that if you hold your shares corporately or in a CREST account, you are not able to use the Share Portal to inform us of your preferred method of communication and should instead write to FREEPOST SAS, 34 Beckenham Road, BR3 9ZA (no stamp or further address detail is required. Please write in BLOCK CAPITALS).

\*The Company reserves the right to send hard copy documents to shareholders where, for example, overseas securities laws do not permit electronic communication or in other circumstances where the Company considers that electronic delivery may not be appropriate.