

3 August 2020

Dear Shareholder

## **ANNUAL REPORT AND ACCOUNTS 2019 AND NOTICE OF THE 2020 ANNUAL GENERAL MEETING**

Please accept this letter as notification from Kropz plc (the “**Company**”) that the Company’s Annual Report and Accounts for the year ended 31 December 2019 and Notice of its 2020 annual general meeting (the “**AGM Notice**”) have now been published on the Company’s website at <http://www.kropz.com/investors/publications> and are enclosed for shareholders who have elected to receive hard copies.

### **Annual general meeting**

The Company’s annual general meeting (“**AGM**”) will be held at Memery Crystal LLP, 165 Fleet Street, London, EC4A 2DY on 28 August 2020 at 11 a.m. Regretfully, this year, in light of the COVID-19 situation, the annual general meeting (“**AGM**”) will be held as a closed meeting. We are committed to protecting the health and well-being of our shareholders and of the general public and therefore, in line with the UK Government Stay At Home Measures, shareholders will not be permitted entry to the AGM.

This letter does not contain the full details of the resolutions to be tabled at the meeting. These are contained in the AGM Notice and should be read before you complete your vote. The Board considers the resolutions set out in the AGM Notice to be in the best interests of the Company and its Shareholders as a whole. Your Board will be voting in favour of these resolutions and unanimously recommends that you do so as well.

### **Proxy voting**

**In light of current social distancing measures relating to the outbreak of COVID-19, Shareholders are strongly encouraged to submit a proxy vote in advance of the meeting and are encouraged to appoint the Chairman as their proxy rather than a named person who will not be permitted to attend the meeting.**

**Shareholders are urged to appoint the Chair of the meeting as his or her proxy in light of the COVID-19 virus. Shareholders and their proxies will (other than the chairperson) not be allowed to attend the meeting in person.**

**Please complete a Form of Proxy and submit it to our Registrar, Link Market Services (Jersey) Limited (“Link”) (contact details below), as soon as possible. They must receive it not less than 48 hours before the time appointed for the AGM.**

You can appoint a proxy or proxies online through the Share Portal [www.signalshares.com](http://www.signalshares.com) or through the CREST electronic appointment service. This year we are not sending hard copy proxy forms to all shareholders, however these are available on request from Link (contact details below).

If you wish to appoint a proxy and vote electronically using the Share Portal [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 need the Investor Code as detailed on your share certificate or available from Link (contact details below).

#### **Right to receive hard copy documents**

You may request a hard copy of the Annual Report and Accounts, AGM Notice or hard copy proxy form for the AGM by submitting a request to Link (contact details below). All valid requests will be dealt with as soon as possible and hard copies mailed by not later than two business days following such requests.

#### **Link - Contact details**

Link can be contacted on 0371 664 0391 if calling from the United Kingdom, or +44 (0) 371 664 0391 if calling from outside of the United Kingdom, or email Link at [enquiries@linkgroup.co.uk](mailto:enquiries@linkgroup.co.uk). Calls will be charged at local rate. Calls made outside the United Kingdom will be charged at the applicable international rate. The lines are open between 09:00 and 17.30, Monday to Friday, excluding public holidays in England and Wales.