

Phoenix House
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www.xafinity.com

This document is important and requires your immediate attention. If you are in any doubt as to what action you should take, please take advice immediately from an independent professional adviser authorised under the Financial Services and Markets Act 2000.

14 July 2017

Dear Shareholder,

In accordance with the Companies Act 2006 and its Articles of Association, Xafinity plc ('the Company') is permitted to use its website to communicate with shareholders who have consented to receive information in that manner. Communicating in this way will help to make the Company more environmentally friendly by cutting production and distribution costs and reducing waste and pollution.

Annual reports, notices of shareholder meetings and other Company documents that are required to be sent to shareholders ('shareholder information') will be published on the Company's website www.xafinity.com. For those shareholders who consent, we will notify you when such documents are available to view on the website and you will no longer automatically receive a hard copy in the post.

You still have the right to request (at no charge) hard copy versions of shareholder information.

- If you wish to receive shareholder information by means of the Company's website, you do not need to take any further action. You will be notified by post when shareholder information has been placed on the website.
- If you wish to be notified by email whenever shareholder information is made available on the Company's website, please register at www.shareview.co.uk.
- If you wish to receive shareholder information in hard copy form, you should complete and sign the reply slip accompanying this letter, and return it in an envelope to the Registrar, Equiniti, at: Freepost RTHJ-CLLL-KBKU, Equiniti, Aspect House, Spencer Road, Lancing, BN99 8LU.
- If you do not reply within 28 days after the date of this letter, you will be deemed to have consented to website publication of shareholder information and you will no longer receive hard copies in the post.

Whichever form of communication you choose, if you have access to the internet we would encourage you to look at the Company's website, www.xafinity.com, as it provides information which may be of interest to you, such as the latest share price, press releases and other Company documents including the annual report and accounts.

There are various services that are available to the Company's shareholders via the Registrar's website www.shareview.co.uk. These include access to your shareholding details and the ability to amend your address online. If you require assistance while using the Registrar's website, please call their helpline on 0371 384 2030. If you are outside the United Kingdom please call +44 121 415 7047. Calls outside the United Kingdom will be charged at the applicable international rate. Lines are open between 8.30am and 5.30pm Monday to Friday excluding public holidays in England and Wales.

Yours faithfully,



Martin Smith
Prism Cossec Limited
Company Secretary

Please complete and sign this reply slip and return it to:
Freepost RTHJ-CLLL-KBKU, Equiniti, Aspect House, Spencer Road, Lancing, BN99 8LU (No stamp is needed)

I wish to continue to receive printed shareholder information from Xafinity plc:

Full Name of Shareholder(s) in block capitals:

Full Address of Shareholder(s) in block capitals:

Shareholder Reference (if known):

Signature: Date:

Please note that if you do not complete and return this form by 11 August 2017 (ie 28 days after the date of the above letter) you will be deemed to have consented to receive shareholder information via the Company's website at www.xafinity.com