

Holder Reference Number

## Form of Instruction - Annual General Meeting to be held on 21 June 2021 at 1.00 p.m. BST



**To View the Circular online visit:**

**[www.rqih.com](http://www.rqih.com)**

**To be effective, all forms of instruction must be lodged at the office of the Depositary at:  
Computershare Investor Services PLC, The Pavilions, Bridgwater Rd, Bristol BS99 6ZY by 16 June 2021 at 1.00 p.m. BST.**

### Explanatory Notes:


1. Please indicate, by placing "X" in the appropriate space overleaf, how you wish your votes to be cast in respect of each of the Resolutions. If this form is duly signed and returned, but without specific direction as to how you wish your votes to be cast, the form will be rejected.
2. The 'Vote Withheld' option overleaf is provided to enable you to abstain on any particular Resolution. However, it should be noted that a 'Vote Withheld' is not a vote in law and will not be counted in the calculation of the proportion of the votes 'For' and 'Against' a Resolution.
3. To give an instruction via the CREST system, CREST messages must be received by the issuer's agent (ID number 3RA50) not later than 16 June 2021 at 1.00 p.m. BST. For this purpose, the time of receipt will be taken to be the time (as determined by the timestamp generated by the CREST system) from which the issuer's agent is able to retrieve the message. The Company may treat as invalid an appointment sent by CREST in the circumstances set out in Regulation 35(5)(a) of the Uncertificated Securities Regulations 2001.
4. Any alterations made in this form should be initialled.
5. The completion and return of this form will not preclude a holder from attending the meeting and voting in person. Should the holder, or a representative of that holder wish to attend the meeting and/or vote at the meeting, they must notify the Depositary in writing or email !UKALLDIteam2@computershare.co.uk
6. Entitlement to attend and vote at the meeting and the number of votes which may be cast thereat will be determined by reference to the Depositary Interest Register at 6.00 p.m. BST on 16 June 2021 (or, if the meeting is adjourned, at the time being 72 hours before the time of any adjourned meeting (without taking into account any part of a day which is not a Business Day)). Changes to entries on the Depositary Interest Register after that time shall be disregarded in determining the rights of any person to attend and vote at the meeting.
7. **The Company is committed to ensuring the safety of all its stakeholders. In the lead up to the Annual General Meeting, it is closely monitoring the impact of the Covid-19 virus in the United Kingdom and the UK Government's restrictions and guidance on public gatherings and social distancing. The Company is planning to conduct the meeting with the minimum number of Shareholders present so as to enable the Annual General Meeting to be quorate. This is expected to mean that only one Director and a single further Shareholder will be physically present at the meeting and social distancing measures will be in place. Holders are therefore encouraged to submit a Form of Instruction in advance of the Annual General Meeting. Holders are requested not to attend the meeting and vote in person.**

**Kindly Note:** This form is issued only to the addressee(s) and is specific to the unique designated account printed hereon. This personalised form is not transferable between different (i) account holders; or (ii) uniquely designated accounts. Computershare Investor Services PLC (the "Depositary") and the Custodian accept no liability for any instruction that does not comply with these conditions.

**All Named Holders**

# Form of Instruction



Please use a **black** pen. Mark with an **X** inside the box as shown in this example. 

I/We hereby instruct the Custodian "Computershare Company Nominees Limited" to vote on my/our behalf at the Annual General Meeting of the Company to be held at **71 Fenchurch Street, Ground Floor, London, EC3M 4BS** on **21 June 2021** at **1.00 p.m. BST** and at any adjournment thereof.

<b>Ordinary Resolutions</b>	<b>For</b>	<b>Against</b>	<b>Vote Withheld</b>
1. THAT: the Company's accounts for the year ended 31 December 2020 and the reports of the directors and auditors thereon be received and adopted.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. THAT: William Spiegel be re-appointed as a director of the Company.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. THAT: Alan Quilter be re-appointed as a director of the Company.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. THAT: Tom Solomon be re-appointed as a director of the Company.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. THAT: Philip Barnes be re-appointed as a director of the Company.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. THAT: Alastair Campbell be re-appointed as a director of the Company.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. THAT: Joanne Fox be re-appointed as a director of the Company.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. THAT: Eamonn Flanagan be re-appointed as a director of the Company.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. THAT: PKF Littlejohn LLP, who offer themselves for re-appointment, be re-appointed as auditors to hold office until the conclusion of the next general meeting at which accounts are laid before the Company.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. THAT: the Audit Committee be authorised to determine the remuneration of the auditors.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. THAT: a final dividend of 0.2 pence per ordinary share of the Company for the year ended 31 December 2020 be declared, which shall be payable on 24 June 2021 to shareholders who are on the register of members as at the close of business on 4 June 2021.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. THAT: the directors be authorised to allot and/or grant rights to subscribe for shares, and/or to sell treasury shares, in accordance with the terms of Resolution 12.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Special Resolutions</b>			
13. THAT: the directors be authorised to allot and/or grant rights to subscribe for shares, and/or to sell treasury shares, with an aggregate nominal value up to £548,512.24 on a non-preemptive basis, and otherwise pre-emptively, in accordance with the terms of Resolution 13.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. THAT: the directors be authorised to allot and/or grant rights to subscribe for shares, and/or to sell treasury shares, in connection with a rights issue in accordance with the terms of Resolution 14.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15. THAT: the Bye-Laws of the Company be amended in accordance with the terms of Resolution 15.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Signature**

**Date**

DD / MM / YY

In the case of joint holders, only one holder need sign. In the case of a corporation, the Form of Instruction should be signed by a duly authorised official whose capacity should be stated, or by an attorney.

