

Annual general meeting 2014

Letter to ordinary and preference shareholders

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A letter from
Carl-Henric Svanberg,
Chairman

I am pleased to invite you to BP's 105th annual general meeting. The meeting will be held at ExCeL, London on Thursday, 10 April 2014. The meeting will start at 11.30 am. Your votes matter. If you cannot attend, please vote your shares by appointing a proxy.

Our reports look a little different this year. To meet the changes in UK legislation, BP has prepared the more detailed Strategic report which replaces the Summary review. This sets out the company's strategy and business model, principal risks and uncertainties, and key performance indicators, together with information about environmental matters, employees, and social, community and human rights issues. It exists as a separate report, but it also forms the first part of the *BP Annual Report and Form 20-F 2013*.

The resolutions and notes explaining them are set out in the *BP Notice of Meeting 2014*. Please read this document carefully before voting. You can download a copy of the notice and all corporate reports at bp.com/agm.

Your votes matter. The board recommends that you support each of the resolutions.

On behalf of the board, I look forward to welcoming you to BP's annual general meeting 2014.

A handwritten signature in dark ink, appearing to read 'CH Svanberg'.

Carl-Henric Svanberg
Chairman
26 February 2014

Notification of availability of documents



 **Vote online**
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This is an important document and requires your immediate attention

This card is formal notification to you that company reports are now available online. It does not contain sufficient information to allow for an understanding of the proposals contained in the shareholder documents and should not be regarded as a substitute for reading the documents. All shareholders should read the documents made available online before voting or attending the annual general meeting.

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Shareholder documents are now available to view or download on our website using the above link. Please note that no material on the BP website, other than the items identified as the *BP Annual Report and Form 20-F 2013* and the *BP Strategic Report 2013*, forms any part of those reports. The time taken to access these documents will depend on your internet connection.

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Information about the AGM and voting is available to view or download on our website using the above link. You can view or download the *BP Notice of Meeting 2014*, vote your shares and register to watch the AGM webcast. You can also sign up to receive an email notification to inform you that documents are available instead of receiving a paper card.

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You can vote your shares online using the above link and selecting the ordinary/preference shareholders option. You will be directed to the BP Share Centre and you will need your 11-digit Investor Code (IVC) to hand to vote on the website. This number can be found on the enclosed proxy form. Alternatively, you can log in direct to your account at www.mybpshares.com.

You can also vote your shares by completing and returning the enclosed proxy card. The deadline for receipt of voting instructions is **5.30 pm (BST) on Tuesday, 8 April 2014**.

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If you would like to receive a paper copy of any of the documents listed above, please order online using the above link. If you would like to register to automatically receive paper copies in the future, please use www.mybpshares.com to change your communication preferences in the 'Manage your account' section, or contact the BP Registrar. Before calling please ensure that you have your 11-digit Investor Code (IVC) to hand. This number can be found on the enclosed proxy form.

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