

**Henry Boot PLC**Banner Cross Hall,  
Ecclesall Road South,  
Sheffield, S11 9PDt: 0114 255 5444  
e: [plc@henryboot.co.uk](mailto:plc@henryboot.co.uk)  
[www.henryboot.co.uk](http://www.henryboot.co.uk)

Our ref: ALS/JLR

Your ref:

Date: 25 April 2022

**THIS DOCUMENT IS IMPORTANT** and requires your immediate attention. If you are in any doubt about the action you should take, you should immediately consult your stockbroker, bank manager, solicitor, accountant or other independent professional adviser authorised under the Financial Services and Markets Act 2000.

Dear Shareholder

**Henry Boot PLC ('the Company')**  
**2021 Annual Report and Financial Statements and Notice of Annual General Meeting**

This letter is to notify you that the Company's 2021 Annual Report and Financial Statements, also containing the Notice of Annual General Meeting, has now been published on the Company's website at [www.henryboot.co.uk](http://www.henryboot.co.uk)

The Notice of Annual General Meeting will remain on this website until the conclusion of the meeting, and to access the document please click on the 2021 Annual Report link located on the home page. In the interests of the environment, I would ask that you please refrain from printing unless absolutely necessary.

This letter is introducing the proposals contained in the document which should be read before taking a decision. This notification is not a summary of the proposals and should not be regarded as a substitute for reading the document.

I am pleased to inform you that this year's Annual General Meeting will be held in person at DoubleTree by Hilton Hotel Sheffield Park, Chesterfield Road South, Sheffield, S8 8BW on Thursday 26 May 2022 at 12.30pm.

Finally, we would also like to take this opportunity to thank you for having consented to receive this report via the Company's website, as this will help us to reduce printing and mailing costs and also the impact of such activities on the environment. If in the future you would prefer to receive shareholder communications from the Company via email, instead of by post, please register your email address via the Computershare Investor Services PLC Investor Centre at [www.investorcentre.co.uk](http://www.investorcentre.co.uk) and follow the instructions provided.

Yours faithfully

Amy Stanbridge  
**Company Secretary**

**Henry Boot PLC**Banner Cross Hall,  
Ecclesall Road South,  
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Yours faithfully

**Amy Stanbridge  
Company Secretary**



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Dear Shareholder

**Henry Boot PLC ('the Company')  
2021 Annual Report and Financial Statements and Notice of Annual General Meeting**

Further to your registration to receive Henry Boot PLC shareholder communications electronically, we are pleased to announce that the Annual Report and Financial Statements for the year ended 31 December 2021, also containing the Notice of Annual General Meeting, has been published and will be available to view from the 25 April 2022 on the Company's website at:

[www.henryboot.co.uk](http://www.henryboot.co.uk)

The Annual General Meeting will be held at DoubleTree by Hilton Hotel Sheffield Park, Chesterfield Road South, Sheffield, S8 8BW on Thursday 26 May 2022 at 12.30pm and whether or not you are planning on attending the Annual General Meeting please complete the relevant proxy form by clicking on the link below:

[www.investorcentre.co.uk/eproxy](http://www.investorcentre.co.uk/eproxy)

You will need to enter the Control Number, your Shareholder Reference Number (SRN) and your PIN (all of which are shown below). To be valid, proxy appointments must be lodged with the Company's Registrar (Computershare Investor Services PLC) by post at the Registrar's address at The Pavilions, Bridgwater Road, Bristol, BS99 6ZY or electronically via the internet (as explained above) no later than 12.30pm on 24 May 2022.

Control Number:

SRN:

PIN:

If you wish to attend the Annual General Meeting, you should bring along this e-mail, as it contains your Shareholder Reference Number allowing you entry into the meeting.

Yours faithfully

Amy Stanbridge  
Company Secretary

Registered office:  
Banner Cross Hall, Ecclesall Road South, Sheffield, S11 9PD



**THIS EMAIL IS IMPORTANT and requires your immediate attention. If you are in any doubt about the action you should take, you should immediately consult your stockbroker, bank manager, solicitor, accountant or other independent professional adviser authorised under the Financial Services and Markets Act 2000.**

Dear Sir/Madam

**Henry Boot PLC ('the Company')  
2021 Annual Report and Financial Statements and Notice of Annual General Meeting**

You have been sent this email because the custodian of your investment has notified Computershare that you wish to receive shareholder communications from Henry Boot PLC by email.

We are pleased to announce that the Annual Report and Financial Statements for the year ended 31 December 2021, also containing the Notice of Annual General Meeting, has been published and will be available to view from the 25 April 2022 on the Company's website at:

[www.henryboot.co.uk](http://www.henryboot.co.uk)

The Annual General Meeting will be held at DoubleTree by Hilton Hotel Sheffield Park, Chesterfield Road South, Sheffield, S8 8BW on Thursday 26 May 2022 at 12.30pm.

Although you have been nominated to receive general shareholder communications directly from Henry Boot PLC, it is important to remember that your main contact in terms of your investment remains with the registered shareholder (the custodian or broker who administers the investment on your behalf). Therefore, any changes or questions relating to your personal details and holding (including any administration thereof) must continue to be directed to your investment manager or custodian.

Yours faithfully

Amy Stanbridge  
Company Secretary

Registered office:  
Banner Cross Hall, Ecclesall Road South, Sheffield, S11 9PD