



March 9, 2018

Nova Scotia Securities Commission

Alberta Securities Commission

Manitoba Securities Commission

Ontario Securities Commission

Superintendent of Securities, Prince Edward Island

Securities Commission of Newfoundland and Labrador

Saskatchewan Financial and Consumer Affairs Authority

New Brunswick Financial and Consumer Services Commission

British Columbia Securities Commission

Autorité des marchés financiers

RE: Plaza Retail REIT

Pursuant to a request from the above-mentioned reporting issuer, we wish to advise you of the following information in connection with its Annual Meeting of Unitholders:

Date of meeting:	May 24, 2018
Record date for notice:	April 4, 2018
Record date for voting:	April 4, 2018
Beneficial ownership determination date:	April 4, 2018
Securities entitled to notice:	Trust Units
Securities entitled to vote:	Trust Units
Issuer mailing directly to non-objecting beneficial owners:	No
Issuer will pay for objecting beneficial owner material distribution:	Yes
Issuer using notice-and-access for registered investors:	Yes
Issuer using notice-and-access for non-registered investors:	Yes
Notice-and-access stratification criteria:	No

Sincerely,

Maria Khan
Associate Manager, Trust Central Services