

This document is important and requires your immediate attention. If you are in any doubt as to what action you should take, you are recommended to seek your own financial advice from your stockbroker or other independent adviser authorised under the Financial Services and Markets Act 2000.



1st April 2011

Dear Shareholder

Important information regarding communications with shareholders – request to supply documents and information via a Website

This letter accompanies the Notice to members of the Annual General Meeting (the “**Notice**”) of CPPGroup Plc (the “**Company**”) to be held on 19 May 2011 at 10.00 a.m. at Holgate Park, York, YO26 4GA. The Company’s Articles of Association allow the Company to use its Website to publish statutory documents and communications (“**Documents and Information**”) to shareholders, such as the Annual Report and Financial Statements, as its default method of publication.

Reducing the number of communications sent by post will not only deliver cost savings to the Company in terms of administration, printing and postage costs it will also speed up the provision of information to shareholders. The reduced use of paper will also have environmental benefits.

Under the provisions of the Companies Act 2006, we are also required to ask you individually to confirm your agreement to the Company sending or supplying the Documents and Information to you as a member of the Company via www.cppgroupplc.com (the “**Website**”).

If we do not receive a response from you within 28 days of the date of this letter, then you will be taken to have agreed (under paragraph 10 of Schedule 5 to the Companies Act 2006) that the Company may send or supply the Documents and Information to you via the Website. Therefore, if you agree to the Company sending or supplying the Documents or Information to you via the Website, you need take no further action. Alternatively, if you would prefer to receive the Documents and Information in paper form rather than via the Website, you will need to let us know by completing the reply slip overleaf and returning it to the Company’s Registrar at the address shown on the reply slip.

We will notify you when the Documents and Information are available to access on the Website and we will provide you with:

- a) The address of the Website.
- b) The place on the Website where the Documents and Information may be accessed.
- c) Details of how to access the Documents or Information.

If the Company is required to restrict the sending of any Documents or Information to any shareholders within the European Economic Area (“**EEA**”), for example due to the local laws of the EEA country in which the particular shareholders are resident or otherwise located, we will not be permitted to use electronic means to communicate with any shareholders holding shares of the same class as those shareholders within the EEA. In any such case, we will send you hard copies of the Documents or Information.

Please note that if you consent to Website publication, you will continue to be notified each time that CPPGroup Plc places a statutory communication on this Website. This notification will be sent to you **by post**.

There may be a particular circumstance in which the Company needs to send Documents or Information to you in hard copy rather than by Website or email, in which case the Company reserves the right to do so.

Actions to be taken in response to this letter

If you wish to consent to Website publication, you do not need to take any action in response to this letter.

If you would prefer to receive these notifications via email then you can register your email address via the share portal: www.capitashareportal.com or complete Part A of the reply slip overleaf. Please sign and return it to Capita Registrars at the Freepost address shown on the reply slip, indicating your consent to the Company sending or supplying the Documents and Information to you in electronic form (in accordance with paragraph 6 of Schedule 5 to the Companies Act 2006). Please also provide details of your email address for this purpose in the space provided.

If you wish to continue to receive hard copies of these communications, you must complete Part B of the reply slip overleaf. Please sign and return it to Capita Registrars at the Freepost address shown on the reply slip.

If you do not return this slip within 28 days from the date of this letter, we will assume that you have consented to Website publication of these documents and you will no longer receive hard copies in the post.

Yours faithfully

Paula Watts
Company Secretary
CPPGroup Plc

Please complete either A or B below:

CPPGroup Plc

A) You can be notified when new documents are available on the Website via email or post.

Email notifications: If you would like to receive email notification when new documents are available on the Website, please register for electronic communication:

- a. www.capitashareportal.com
- b. Or by completing the details below:

Email Address:

Name:

Investor Code*:

Address:

Signed:

Date:

B) If you would prefer to continue receiving all documents in paper form rather than via the Website please complete the details below:

Name:

Investor Code*:

Address:

Signed:

Date:

(*available on your share certificate)

Return to:

FREEPOST RLYX-GZTU-KRRG
Capita Registrars
Shareholder Administration Support
34 Beckenham Road
Beckenham
Kent BR3 9ZA

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