

6 April 2020

Dear Shareholder

## Message from the Chairman

### Arrangements for the Annual General Meeting (AGM) – Coronavirus (COVID-19) update

Since the Annual Report, which contains the AGM Notice, was printed we've all been affected by the Coronavirus (COVID-19) pandemic, which is having major repercussions on people and communities across the country.

In this fast moving situation, the guidance we are receiving from the Government has changed regularly. I would like to reassure you that we remain focused on keeping our workforce and colleagues safe during this time. This concern extends to our shareholders and, as you will appreciate, one of the areas affected is this year's AGM.

The AGM has been convened to be held on Wednesday 20 May 2020. We are legally obliged to hold an AGM before 30 June 2020, so it is important that the meeting goes ahead. In light of the measures put in place by the Government, the Board has taken the decision to move the location of the AGM to the Company's Head Office at 11 Tower View, Kings Hill, West Malling, Kent ME19 4UY.

In order to ensure the health and safety of you our shareholders and our staff, we urge you to heed whatever public health guidance or restrictions are in place at the time concerning social distancing and not to attend the AGM in person this year. Anyone seeking to attend the meeting will be refused entry. We would also urge all shareholders to submit their votes by proxy via our Registrar's website at [www.investorcentre.co.uk/eproxy](http://www.investorcentre.co.uk/eproxy) by 12.00 noon on Monday 18 May 2020.

Your views are important to us and to ensure that engagement can continue, shareholders are invited to submit any questions to the Board by email to [investor.relations@vistrygroup.co.uk](mailto:investor.relations@vistrygroup.co.uk) or by post to the Group Company Secretary at 11 Tower View, Kings Hill, West Malling, Kent ME19 4UY. We will consider all questions received and provide a written response. We will also provide a Q&A on our website.

As you know, the current situation is evolving. Should further changes need to be put in place at short notice for our AGM this year, updates, including any changes to the proceedings of the meeting will be published on [www.vistrygroup.co.uk/investors/shareholders/aggm/2020](http://www.vistrygroup.co.uk/investors/shareholders/aggm/2020)

I hope you appreciate the reasons for these changes, which we are making in the best interest of our shareholders.

Thank you for your support and best wishes for the weeks ahead.

Yours sincerely

A handwritten signature in black ink, appearing to be 'I. Tyler', written in a cursive style.

**Ian Tyler**  
**Chairman**