



24 March 2025

Dear Shareholder

The Companies Act 2006 allows us to use our website to communicate with shareholders. Reports and accounts, notices of shareholder meetings and any other documents that are required to be sent to shareholders (“shareholder information”) are at the same time published in the Investors section on our website at www.headlam.com.

By using our website as the default method of publication of shareholder information this will reduce the number of documents sent by post, not only resulting in cost savings to the Company, but also reducing the impact that the printing and distribution of documents has on the environment.

**If you wish to receive shareholder information electronically, you need to take no further action.**

- We will notify you by post each time a document has been placed on our website.
- You can opt to receive these notifications by email instead, either by registering your email address at the MUFG Corporate Markets share portal (uk.investorcentre.mpms.mufig.com), or by returning the reply slip, with option a) selected and by providing an email address.

**You can still receive (at no cost) physical copies of shareholder information. If you wish to do this, please return the reply slip with option b) selected.**

- The reply slip must be returned no later than 28 days after the above date. If you have not responded by this time, we will assume you wish to receive shareholder information electronically and you will no longer receive physical copies in the post.

Thank you for helping us to reduce costs and minimise environmental impact.

Yours faithfully,

**Alison Hughes**  
**General Counsel & Company Secretary**

**Please return to:**

FREEPOST SAS, MUFG Corporate Markets, Central Square, 29 Wellington Street, Leeds LS1 4DL (no stamp required)

a) I wish to receive email notifications from Headlam Group plc	
b) I wish to continue to receive physical copies of communications from Headlam Group plc	

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email address – if choosing option (a): \_\_\_\_\_

Investor code: \_\_\_\_\_

Signature: \_\_\_\_\_

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