## **Haydale Graphene Industries Plc**

Incorporated and registered in England and Wales with Registered No. 7228939

You can register your vote(s) online for the Annual General Meeting at www.shareregistrars.uk.com Click on the "Proxy Vote" button and then follow the on-screen instructions

Please note that you must submit your vote by 10:00 a.m. on 5 December 2023.

User	Access
Name	Code

13 November 2023

Dear Shareholder

## HAYDALE GRAPHENE INDUSTRIES PLC ("the Company") NOTICE OF ANNUAL GENERAL MEETING

We wrote to you on 1 November 2022 to request your consent to send or supply documents or information to you in electronic form and via the Company's website.

As we did not receive a response from you within 28 days of the date of our request then you were deemed to have agreed (under paragraph 10 of Schedule 5 to the Companies Act 2006) that the Company may send documents or information to you in electronic form and via the Company's website.

Accordingly, we hereby notify you that the Notice of the Company's Annual General Meeting ("AGM") is to be held on 7 December 2023 at 10:00 a.m. at the offices of Cavendish Capital Markets Limited, One Bartholomew Close, London EC1A 7BL and that the Company's 2023 Annual Report and Financial Statements are available on the Company's website (<a href="www.haydale-ir.com">www.haydale-ir.com</a>).

You will need access to the internet, web browser software (such as Microsoft Internet Explorer) and Adobe Acrobat Reader to access these documents. If you do not have Adobe Acrobat Reader you can download a free copy from <a href="www.adobe.com">www.adobe.com</a>.

You may register your vote(s) online at <a href="www.shareregistrars.uk.com">www.shareregistrars.uk.com</a> using the unique User Name and Access Code provided at the top of this letter. Please click on the "Proxy Vote" button and then follow the on-screen instructions. Please note that you must submit your vote by not later than 10.00 a.m. (UK time) on 5 December 2023, being 48 hours (excluding non-working days) before the time fixed for the AGM.

A form of proxy is also available for download from our website (<a href="www.haydale-ir.com">www.haydale-ir.com</a>) which, to be effective, must be completed and lodged with the Company's registrars, Share Registrars Limited (the "Registrar"), by post to Share Registrars Limited, 3 The Millennium Centre, Crosby Way, Farnham, Surrey, GU9 7XX not later than 10.00 a.m. (UK time) on 5 December 2023, being 48 hours (excluding non-working days) before the time fixed for the AGM.

If you are not intending to attend and have a question that you would like to pose to the Board at the AGM, your question should then be submitted to the Chair via email to <a href="AGM@Haydale.com">AGM@Haydale.com</a> by no later than 10.00 a.m. on 5 December 2023. Please title your email "Haydale AGM Question" and include your full name and address in the body of the email. Questions may also be submitted in writing to our registered office, by the same deadline. We will endeavour to respond to all questions asked via email within seven days following the AGM.

If you would prefer to receive documents and information in hard copy form rather than via the website, you will need to inform the Registrar (whose address is set out above) in writing. Alternatively, you may prefer to receive future notifications that documents or information are available to download to your email address – in which case, please provide your email address to the Registrar in writing.

Yours faithfully

**David Banks** 

Non-executive Chair Haydale Graphene Industries Plc