

**MALVERN INTERNATIONAL PLC**

*(a company incorporated in England and Wales and registered with number 5174452)*

**Letter from the Chairman**

**21 June 2019**

**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.

If you have sold or transferred all of your shares in Malvern International plc, please forward this document, together with the accompanying documents, as soon as possible either to the purchaser or transferee or to the person who arranged the sale or transfer so they can pass these documents to the person who now holds the shares.

## LETTER FROM THE CHAIRMAN

### MALVERN INTERNATIONAL PLC

*(a company incorporated in England and Wales and registered with number 5174452)*

Gopinath Pillai *Chairman*  
Haider M Sithawalla *Deputy Chairman*  
Dr Sam Malafeh *Chief Executive Officer*  
Ramasamy Jayapal *Non-Executive Director*  
Navin Khattar *Non-Executive Director*  
Nirvana Chaudhary *Non-Executive Director*

Witan Gate House  
500-600 Witan Gate West  
Milton Keynes  
MK9 1SH

21 June 2019

Dear Shareholder

#### **Annual General Meeting**

##### **1. Introduction**

Notice of the Annual General Meeting (the "Notice") of Malvern International plc (the "Company") and the Form of Proxy for use at the Annual General Meeting were circulated to shareholders on 5<sup>th</sup> June 2019.

As set out in the Notice, the AGM will be held at the offices of WH Ireland at 24 Martin Lane, London EC4R 0DR at 11:00 a.m. on 28 June 2019. At the AGM the Directors will propose the resolutions as set out in the Notice (the "Resolutions").

##### **2. Annual Report & Accounts, AGM & Proposed Adjournment**

The annual report and accounts of the Company for the financial year ended 31 December 2018 (the "Accounts") have not yet been completed. They are expected to be completed shortly and when they have been, they will be sent to shareholders and made available on the Company's website <https://www.malverninternational.com>.

As the Accounts were not available for circulation with the Notice on 5<sup>th</sup> June and as the shareholders will have limited time to review and consider the Accounts ahead of the AGM to be held on 28<sup>th</sup> June 2019, the Directors have decided to seek an adjournment of the meeting.

Therefore, at the commencement of the AGM on 28<sup>th</sup> June, the Chairman will propose a resolution for the meeting to be adjourned with the consent of the meeting to 11.00am on 22<sup>nd</sup> July 2019.

The resolution to adjourn will be proposed as an ordinary resolution. Shareholders present at the meeting in person or by proxy will be entitled to vote on the resolution on a show of hands or (if required) on a poll.

If the resolution is passed, the meeting will be adjourned to 11.00am on 22<sup>nd</sup> July 2019 at the offices of WH Ireland at 24 Martin Lane, London EC4R 0DR and all shareholders will be notified of this fact by RNS announcement.

The adjourned meeting will be regarded as a continuation of the original AGM and accordingly no new notice nor new proxy forms will be circulated for the adjourned meeting. No business will be dealt with at the adjourned meeting, other than that stated in the original Notice. The original Notice will remain valid and all Forms of Proxy lodged for the original AGM will be valid for the adjourned meeting.

If the resolution to adjourn the meeting is not passed the meeting will proceed to the business of the AGM as set out in the Notice and all the Resolutions will be proposed to the meeting.

### **3. Action to be taken**

A Form of Proxy for use by Shareholders at the Annual General Meeting was enclosed with the Notice on 5<sup>th</sup> June. Whether or not you propose to attend the Annual General Meeting, if you have not already done so, you are requested to complete and sign the Form of Proxy in accordance with the instructions printed thereon and return it to the Company's registrars, Neville Registrars Limited, Neville House, Steelpark Road, Halesowen B62 8HD, as soon as possible and in any event so as to be received by the registrars no later than 11.00 a.m. on 26 June 2019.

The completion and return of the Form of Proxy will not preclude you from attending the Annual General Meeting or the adjourned meeting (if applicable) and voting in person should you wish to do so.

### **4. Recommendation**

Your Directors consider that all of the Resolutions are in the best interests of the Company and its Shareholders as a whole and accordingly unanimously recommend Shareholders to vote in favour of the Resolutions to be proposed at the Annual General Meeting.

Yours sincerely

Gopinath Pillai  
Chairman

