

18 March 2024

Dear shareholder,

Synectics plc (the 'Company') 2023 Annual Report and Financial Statements and 2024 Annual General Meeting ('AGM')

Please accept this letter as notification that the Company's Annual Report and Financial Statements for the year ended 30 November 2023 and notice of the 2024 AGM have now been published on the Company's website at www.synecticsplc.com.

AGM attendance

The Company's AGM will be held at Synectics House, 3-4 Broadfield Close, Sheffield S8 0XN on Wednesday 24 April 2024 at 9.00am.

When attending the AGM, please bring this letter with you and, upon arrival, show it to the Company's representative to facilitate your entry to the meeting.

Proxy voting

This letter does not contain the full details of the resolutions to be tabled at the AGM. These are contained in the notice of AGM and should be read before you complete your vote. The Directors consider that the proposed resolutions contained in the notice of AGM are in the best interests of the Company and shareholders as a whole, and unanimously recommend that you vote in favour of them, as they intend to do in respect of their own shareholdings.

You are encouraged to vote electronically through Link Investor Centre using the link: <https://investorcentre.linkgroup.co.uk/Login/Login>

Link Investor Centre is a free app for smartphone and tablet provided by Link Group (the Company's registrar) It allows you to securely manage and monitor your shareholdings in real time, take part in online voting, keep your details up to date, access a range of information including payment history and much more. The app is available to download on both the Apple App Store and Google Play, or by scanning the relevant QR code below.

Download on the
Apple App Store



Download from
Google Play



CREST members who wish to appoint a proxy or proxies through the CREST electronic proxy appointment service may do so for the Annual General Meeting (and any adjournment of the Annual General Meeting) by using the procedures described in the CREST Manual (available from www.euroclear.com).

If you are an institutional investor, you may be able to appoint a proxy electronically via the Proxymity platform, a process which has been agreed by the Company and approved by the Registrar. For further information regarding Proxymity, please go to www.proxymity.io. Your proxy must be lodged by 9.00am on 22 April 2024 in order to be considered valid or, if the meeting is adjourned, by the time which is 48 hours before the time of the adjourned meeting. Before you can appoint a proxy via this process you will need to have agreed to Proxymity's associated terms and conditions. It is important that you read these carefully as you will be bound by them, and they will govern the electronic appointment of your proxy. An electronic proxy appointment via the Proxymity platform may be revoked completely by sending an authenticated message via the platform instructing the removal of your proxy vote.

Voting by proxy prior to the 2024 AGM does not affect your right to attend the 2024 AGM and vote in person should you so wish. Proxy votes must be received by **no later than 9.00am on 22 April 2024**.

If you need help with voting online, or require a paper proxy form, please contact Link Group, on 0371 664 0300. Calls are charged at the standard geographic rate and will vary by provider. Calls outside the United Kingdom will be charged at the applicable international rate. Lines are open between 9.00am and 5.30pm, Monday to Friday excluding public holidays in England and Wales.

Thank you for your continued support as a shareholder of Synectics plc.

Yours sincerely

Steve Coggins
Interim Chair

Synectics plc

Synectics House

3-4 Broadfield Close

Sheffield

S8 0XN

T +44 (0) 114 280 2828

E info@synecticsplc.com

W synecticsplc.com