RNS Number : 9309A
Whitbread PLC
04 June 2021

Whitbread PLC
(the "Company")

Annual General Meeting 2021 - Arrangements

This announcement provides an update to the Company's Annual General Meeting ('AGM') arrangements, as detailed in the Notice of AGM published on 7 May 2021 (a copy of which can be obtained on the Company's website at https://www.whitbread.co.uk/investors/shareholder-centre/annual-general-meeting-2021/).

Since the publication of the Notice, and from the 17th May, the UK Government has permitted gatherings organised on businesses premises, subject to complying with on-going COVID-secure requirements, including social distancing. As a consequence, it is legally permissible for shareholders to attend the AGM in person, and the Company's AGM will no longer be held on a closed basis.

The safety and security of our shareholders, directors, colleagues and guests is of paramount importance. COVID-19 restrictions remain in place and the Government has urged people to maintain social distancing and reduce time spent in crowded areas. The Company believes a cautious approach to situations, particularly indoor events, that appear to carry a higher COVID-19 transmission risk is deemed appropriate.

Therefore, **shareholders and corporate representatives are strongly encouraged not to attend the AGM in person, and to continue to vote by proxy or to participate in the business of the AGM electronically through the online meeting platform, as described further below.**

Voting by Proxy

We remind shareholders of the arrangements for voting by proxy:

- If you will not be participating in the meeting electronically or otherwise wish to vote in advance, you may appoint a proxy by post, online or through CREST.
- To be effective, the instrument appointing a proxy, must be deposited at the offices of the Company's registrars, Link Group, Whitbread Share Register, PXS 1, Central Square, 29 Wellington Street, Leeds, LS1 4DL, **not later than 2.00pm on Tuesday 15 June 2021.**

Shareholders are kindly asked to appoint the Chairman of the meeting as their proxy.

Accessing the meeting online

We strongly encourage shareholders to engage with the business of the AGM through the online meeting platform. This platform allows shareholders to participate in the meeting as if they were attending in person, to cast votes and ask questions live during the meeting.

In order to participate in the AGM online using your smartphone, tablet or computer, you will need to join the meeting electronically:

1. Access the meeting website: https://web.lumiagm.com

2. On accessing the meeting website, you will be asked to enter the Meeting ID: 117-017-044. You will then be prompted to enter your unique 11-digit Investor Code (IVC) including any leading zeros, and 'PIN'. Your PIN is the last 4 digits of your IVC.

Access to the meeting will be available from **1.00pm on Thursday 17th June 2020**.
If you would like to ask the directors a question about the business of the meeting in advance, please send it to **agmquestions@whitbread.com by 2.00pm on Tuesday 15 June 2021.** You will also have the opportunity to submit or ask questions in real time through the Lumi platform or via the telephone.

Attending the meeting

Shareholders or their duly authorised representatives intending to attend the AGM in person should register their attendance by telephoning Link on +44 (0)344 855 2327. For COVID-safety reasons, guests will not be allowed to attend this year.

Any shareholders or their duly authorised representatives attending the AGM in person must abide by strict COVID-secure measures, which will include social distancing at all times and following the safety guidelines when on the premises. Attendees must wear a facemask when moving around the building unless they are exempt or have a reasonable excuse. If you have tested positive, have COVID-19 symptoms, or have been asked to self-isolate, you **should not attend** the meeting.

For COVID-safety reasons, no refreshments or food will be available and there will not be the opportunity to interact with directors before or after the meeting.

Enquiries:

Investor queries | Whitbread | investorrelations@whitbread.com

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