

*Group Headquarters:*

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24 November 2011

Dear Shareholder

## 2011 Annual General Meeting

The Company's Annual General Meeting (AGM) will take place at Davidson House, Campus 1, Innovation Park, Aberdeen AB22 8GT at 9 am on 22 December 2011.

The AGM provides an opportunity for the Company's shareholders to communicate with the Directors. The AGM resolutions, as set out in the Notice of Meeting enclosed, cover normal annual resolutions with the addition of a proposal to allow the Company to take advantage of electronic communication powers pursuant to the Companies Act 2006.

Full details of the proposed new arrangements in respect of shareholder communications are attached to your form of proxy. Shareholders who wish to continue to receive printed copies of documents, such as our annual report, should notify the Company's Registrars using the form provided.

The Directors consider that all of the resolutions set out in the Notice of Meeting are in the best interests of the Company and its shareholders as a whole and are most likely to promote the success of the Company for the benefit of its shareholders as a whole. The Directors unanimously recommend that shareholders vote in favour of all proposed resolutions, as they intend to do in respect of their own beneficial holdings.

If you are unable to attend the meeting you may wish to register your proxy appointment and voting instructions by completing, dating, signing and returning the form of proxy by post.

The results of voting on all resolutions will be announced via the Regulatory News Service and will be published on our website.

We aim to encourage investment in the Company and look forward to a long-term relationship with all our shareholders.

Yours sincerely



**Thomas P Cross**  
Chairman