



Dear Non-registered holders

**Standard Chartered PLC (the ‘Company’)**

(Incorporated as a public limited company in England and Wales with limited liability)

**This document is important and requires your immediate attention**

If you are in any doubt as to any aspect of the proposals contained in the shareholder documents or as to the action you should take, you should consult a stockbroker, solicitor, accountant or other appropriate independent professional adviser.

If you have sold or otherwise transferred all of your shares, please pass this document together with any accompanying documents to the purchaser or transferee, or to the person who arranged the sale or transfer, so that they can pass these documents on to the person who now holds the shares.

**Important – please read carefully**

You can now access the:

**Annual Report 2023**

**Notice of Annual General Meeting 2024 (“AGM”) and Notice of Class Meeting 2024 (“CM”)**

online by visiting:

**sc.com/en/investors/financial-results and sc.com/agm**

Additionally, all of these documents will be available to view on the Lumi website on the day of the AGM. Please see Appendix 2 of the Notice of AGM.

**Paper copies and website enquiries**

If now or at any point in the future you would prefer to receive paper copies of any shareholder documents, including the documents listed above, please complete the enclosed Request Form and return it to our branch registrar, Computershare Hong Kong Investor Services Limited, 17M Floor, Hopewell Centre, 183 Queen’s Road East, Wan Chai, Hong Kong by using the mailing label at the bottom of the Request Form (No postage stamp necessary if posted in Hong Kong; otherwise, please affix an appropriate stamp).

**Attending the AGM and CM in person**

**Date and Time**

10 May 2024 at 11.00am and 12.30pm London time (6.00pm and 7.30pm Hong Kong time). Please arrive in good time for registration, you should allow 15 to 20 minutes for security and registration formalities.

**Refreshments**

Light refreshments will be available in the reception areas both before and after the AGM and CM.

**Venue**

etc.venues St Paul’s, 200 Aldersgate, London EC1A 4HD.  
Tel: 020 3011 0830.

**Transport**

The nearest tube stations are Moorgate, Barbican and St Paul’s.

**Shareholders with special needs**

Special arrangements have been made to help shareholders who are in any way physically disabled or those who are hard of hearing.

**Please bring this card with you to the AGM and CM.**

Once you have entered the venue the card should be presented to the Shareholder registration desk in order that that the Registrars can register you into the AGM and CM. If you are unable to attend the AGM and CM, the accompanying Forms of Proxy or Voting Instruction Forms contains information on how to vote in advance of the meetings.

**Attending the AGM and CM virtually**

In 2024, we are hosting our AGM and CM as a combined physical and electronic meeting. We strongly encourage shareholders, where possible, to vote on all resolutions by completing their proxy form to appoint the Chair of the AGM and CM to cast their votes as directed (even if you plan to attend the AGM and CM electronically). This is to ensure that your vote is counted if you are unable to attend and cast your vote electronically on the day of the AGM and CM. Please see “General Information” for further details of how to vote in advance and Appendix 2 of the Notice of AGM for how to vote during the AGM and CM through the Lumi web-portal.

We remind shareholders that an active internet connection is required at all times in order to allow you to cast your vote when the poll opens, submit questions, and watch the video cast. Shareholders will also be able to ask questions using a telephone facility during the AGM.

The purpose of this Notice of Availability is only to advise shareholders that the shareholder documents referred to above can now be viewed on the website. This notice is not a summary of the proposals to be considered at the AGM 2024 and CM 2024 and should not be regarded as a substitute for reading the documents. Shareholders should read the above listed documents before taking any action. The shareholder documents will be available until, at least, the end of the 2024 AGM and CM 2024.

We will update our shareholders as soon as reasonably possible regarding any such change to the date, time or location of the meeting. As such, please monitor our website and regulatory news services for any updates or contact our branch registrar Computershare on 2862 8555.

For further details please see the Notice of AGM.

If you have any difficulty with accessing any of the documents, please contact our branch registrar at **computershare.com/hk/contact** or by telephone on **2862 8555**.

**Standard Chartered PLC**

**Principal Place of Business in Hong Kong**

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Registered in England and Wales number 966425

The privacy and security of your personal data is taken very seriously and at all times the share issuer and registrar will comply with the prevailing laws and regulations governing confidentiality, data protection and security of information. For more information on how your personal data is processed and your privacy rights, a privacy notice is available on the share issuer’s website [sc.com/hk/privacy-policy-statement](https://sc.com/hk/privacy-policy-statement).  
For more information on how your personal data is processed and your privacy rights, you should check with the share issuer.