

Notice of Availability

Dear Shareholder,

Annual Report & Accounts 2019, and Notice of 2020 AGM

Please accept this letter as notification that the Company's Notice of Annual General Meeting and Annual Report and Accounts for the year ended 31 December 2019 have now been published on the Company's website at www.flowtechfluidpower.com in the Reports and Key Documents section. To access this document, you will need to have Adobe Acrobat Reader installed.

The Company's Annual General Meeting will be held on 10 June 2020 at 10 am at Flowtech Fluidpower plc, Bollin House, Bollin Walk, Wilmslow SK9 1DP.

COVID-19

As the situation surrounding COVID-19 continues to evolve, we are closely monitoring Public Health England and advice in line with the UK Government restrictions on social gathering. The Company's key priority during these unprecedented times is the health and safety of our employees, customers and, of course, our Shareholders. At the time of publication of the 2020 AGM Notice, the UK Government has prohibited public gatherings of more than two people and non-essential travel, except in limited circumstances. In light of these measures, we hope that Shareholders will understand that this year's AGM will be run as a **closed meeting** and **Shareholders will not be permitted to attend the AGM in person**. The Board believes that it is therefore in the best interests of the Company and its Shareholders to reduce the AGM to the minimum necessary quorum of two Shareholders (which will be satisfied by the Company with two Directors attending in person). The AGM will be purely functional, and comprise only of the formal votes for each resolution without any business update or Q&A.

We are therefore implementing the following precautions to ensure that we hold our AGM in a compliant and safe way:

- Shareholders and their representatives will NOT be permitted to attend the AGM in person;
- instead, all Shareholders should vote by proxy to ensure that their vote is counted at the AGM either:
 - by appointing a proxy electronically (as explained further below) or
 - by requesting a form of proxy from Link Asset Services and returning it by post;

Given the restrictions on attendance, Shareholders are advised to appoint the Chairman of the meeting as their proxy rather than a named person, who will not be permitted to attend the meeting; and

- as Shareholders will not be attending the AGM in person, we are providing a facility for Shareholders to ask questions of the Board of Directors. The details are set out below.

This situation is constantly evolving, and the UK Government may change current restrictions or implement further measures relating to the holding of general meetings during the affected period. Any changes to the AGM will be communicated to Shareholders before the meeting through our website (www.flowtechfluidpower.com) and, where appropriate, by RNS announcement. We trust that all our Shareholders will understand the need for these precautions in light of Government public health guidelines on COVID-19.

Shareholder questions

As Shareholders will not be permitted to attend the AGM in person, we would still like to give Shareholders the opportunity to ask questions of the Board of Directors. Please email all questions to info@flowtechfluidpower.com by 10 am on 8 June 2020, and state your name and Investor Code (as detailed on your share certificate). We will provide answers directly to the Shareholder who asked the question.

Voting

In light of the COVID-19 pandemic and the extremely challenging circumstances, this year we have not included a hard copy form of proxy. If you would like to vote on the resolutions, please vote by proxy as follows:

- we encourage all Shareholders to appoint a proxy electronically using the link www.signalshares.com. You will need to log into your Signal Shares account, or register if you have not previously done so, to register you will need your Investor Code, this is detailed on your share certificate or available from our Registrar, Link Asset Services (previously called Capita). This notice of availability does not contain the details of the resolutions to be tabled at the meeting, and these are contained in the Notice of the meeting and should be read before you complete your vote. **To be valid your proxy appointment(s) and instructions should be made no later than 10 am on 8 June 2020**, and
- for anyone still preferring a paper vote, you may request a generic hard copy form of proxy directly via Link Asset Services on Tel: 0371 664 0300. **To be valid, a proxy form must be received by post or (during normal business hours only) by hand at the offices of the Company's Registrar, Link Asset Services at FREEPOST PXS, 34 Beckenham Road, BR3 9ZA no later than 10am on 8 June 2020 (or, if the meeting is adjourned, no later than 48 hours before the time of any adjourned meeting).**

If you require assistance while registering your email address, please telephone Link Asset Services on tel: 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 09:00 and 17:30, Monday to Friday, excluding public holidays in England and Wales; email: shareholderenquiries@linkgroup.co.uk.

Given the restrictions on attendance, for your votes to be counted, we advise that shareholders should appoint the '**Chairman of the meeting**' as their proxy for all the shares they hold rather than a named person, as they will not be permitted to attend the meeting. By appointing a proxy, either electronically or by post, you will ensure your vote is recorded for this AGM as it has been in previous years.

We would like to take this opportunity to thank you for having consented to receive this report via the Company's website rather than in hard copy form, as this will contribute to cost savings for the Company and will minimise unnecessary paper usage. If you would like to receive general communications from the Company via email, please register your email address at: www.signalshares.com

Yours sincerely

Bryce Brooks
Chief Executive Officer
Flowtech Fluidpower plc
18 May 2020