

28 May 2020

Dear shareholder

I am writing to inform you that the following documents are now available on the Tate & Lyle PLC website:

- Annual Report 2020 at www.tateandlyle.com/investors/annual-reports
- Notice of Annual General Meeting 2020 at www.tateandlyle.com/investors/agm

AGM ARRANGEMENTS

The Annual General Meeting (AGM) of Tate & Lyle PLC will be held as a closed meeting on Thursday 23 July 2020 at 10.30am at 1 Kingsway, London WC2B 6AT. Given the Government measures currently in place regarding the ongoing Covid-19 pandemic, and in the interests of maintaining the safety of our shareholders, colleagues and AGM support staff, as well as the public, this year's AGM must follow a different format and shareholders will not, unfortunately, be able to attend our AGM in person. The meeting will only be attended by the minimum number of shareholders legally required to attend in order to form a quorum under our articles of association. These shareholders will each be Tate & Lyle directors, officers or employees. Please refer to the Chairman's letter in the Notice of Annual General Meeting 2020 for more information.

LOGGING YOUR VOTE

All your votes are important to us and I urge you to vote on the resolutions to be proposed at the AGM as soon as possible before the meeting. You are encouraged to appoint the Chair of the meeting as your proxy in one of the following ways:

- online via our registrars' website, www.sharevote.co.uk;
- via the CREST electronic proxy appointment service (for CREST members); or
- by completing the enclosed proxy form and returning it to our registrars.

The deadline for the appointment of proxies is 10.30am on Tuesday 21 July 2020. If you wish to use an envelope, please address it to Freepost RTHJ-CLLL-KBKU, Equiniti, Aspect House, Spencer Road, Lancing, West Sussex BN99 8LU. No stamp is needed if it is posted in the UK. If the proxy form is posted outside the UK, you should return it in an envelope using the address on the back of the proxy form. You will need to pay postage.

EMAIL NOTIFICATIONS

If you wish to register to receive future notifications issued by Tate & Lyle PLC by email rather than by post, please visit our registrars' website, www.shareview.co.uk, and complete the registration form to sign up to Shareview. Shareview enables you to view information regarding your holding and to change your address and other details online.

DIVIDENDS PAID INTO YOUR BANK ACCOUNT

You can also request that dividends are paid directly into your bank or building society account via Shareview. This is more secure than receiving your dividend by cheque which could arrive late or be lost in the post. In addition, the dividend is paid into your account on the payment date which means you do not have to wait for a cheque to clear before the funds are available.

If you have any questions concerning Shareview or wish to receive a hard copy of the Annual Report 2020 or Notice of Annual General Meeting 2020, please call Equiniti on 0371 384 2063* or +44(0)121 415 0235 (for calls from outside the UK).

If you have any further questions about the AGM arrangements or would like to raise a question relating to the business of the Meeting, please either write to the Company or send an email to agmquestions@tateandlyle.com.

Yours faithfully

Claire-Marie O'Grady
Company Secretary

* Lines are open Monday to Friday, 8.30am to 5.30pm UK time (excluding UK public holidays).