



SAMPLE COMPANY NAME

Have questions about this notice? Call the Toll Free Number below or scan the QR code to find out more

Toll Free – 1-866 964-0492



www.computershare.com/noticeandaccess

Notice of Availability of Proxy Materials for Sample Company <Meeting Type>

Meeting Date and Location:

When: January 1, 2014
12:00 p.m. (Eastern Time)

Where: Meeting Location (English)

You are receiving this notice to advise that the proxy materials for the above noted securityholders' meeting are available on the Internet. This communication presents only an overview of the more complete proxy materials that are available to you on the Internet. We remind you to access and review all of the important information contained in the information circular and other proxy materials before voting.

The information circular and other relevant materials are available at:

www.envisionreports.com/samplecompany2014

OR

www.sedar.com

How to Obtain Paper Copies of the Proxy Materials

Securityholders may request to receive paper copies of the current meeting materials by mail at no cost. Requests for paper copies may be made using your Control Number as it appears on your enclosed Voting Instruction Form. To ensure you receive the materials in advance of the voting deadline and meeting date, all requests must be received no later than [10 business days before the meeting]. If you do request the current materials, please note that another Voting Instruction Form will not be sent; please retain your current one for voting purposes.

Request materials by calling Toll Free, within North America - X-XXX-XXX-XXXX or direct, from Outside of North America - (XXX) XXX-XXXX and entering your control number as indicated on your Voting Instruction Form.

To obtain paper copies of the materials after the meeting date, please contact 1-800-[REQUESTLINE]

Securityholder Meeting Notice

The resolutions to be voted on at the meeting are listed below along with the Sections within the Information Circular where disclosure regarding the matter can be found.

1. Election of Directors – Section A
2. Appointment of Auditors – Section B
3. Approval of..... – Section X
4. Approval of..... – Section X
5. Approval of..... – Section X

Voting

PLEASE NOTE – YOU CANNOT VOTE BY RETURNING THIS NOTICE. To vote your securities you must vote using the methods reflected on your enclosed Voting Instruction Form. Your Voting Instruction Form must be received by 10:00 am EST, on April 1, 2013.

PLEASE VIEW THE INFORMATION CIRCULAR PRIOR TO VOTING

Beneficial holders who meet the below criteria have received a paper copy of the Information Circular and any other relevant materials.

- X number of shares
- A, S or D consent type
- Location

Registered holders who meet the below criteria have received a paper copy of the Information Circular and any other relevant materials.

- X number of shares
- Location

Annual Financial statement delivery

- Only Registered and Beneficial holders who opted to receive one
- All Registered holders and only Beneficial holders who opted to receive one
- All Registered and Beneficial holders
- No Annual Report (or Annual Financial Statements) is (are) included in this mailing