THIS DOCUMENT IS IMPORTANT AND REQUIRES YOUR IMMEDIATE ATTENTION. If you are in any doubt as to the action to take, you are recommended to seek your own financial advice from your stockbroker, solicitor, accountant, bank manager or other independent professional adviser who, if you are resident in the United Kingdom, is duly authorised under the UK Financial Services and Markets Act 2000 or, if you are resident in Belgium, is duly authorised and regulated by the Belgian Financial Services and Markets Authority or the National Bank of Belgium or, if you are not resident in the United Kingdom or Belgium, from another appropriately authorised independent financial adviser.

If you have sold or otherwise transferred all of your Ordinary Shares, please send this document, together with its accompanying documents (but not any personalised Form of Proxy), to the purchaser or transferee or to the stockbroker, bank or other agent through whom the sale or transfer was effected for onward transmission to the purchaser or transferee. If you have sold or transferred part of your holding of Ordinary Shares, you are advised to consult your stockbroker, bank or other agent through whom the sale or transfer was effected. However, the distribution of this document and/or any accompanying documents into a jurisdiction other than the UK and Belgium may be restricted by law or regulation and therefore such documents should not be distributed, forwarded to or transmitted in or into the United States, Australia, Canada, Japan, New Zealand or the Republic of South Africa or any other jurisdiction where to do so might constitute a violation of local securities laws or regulations.



# **Global Graphics PLC**

(Incorporated and registered in England and Wales with registered number 10872426)

# **Proposed Change of Name**

and

# **Notice of General Meeting**

This document should be read as a whole. Your attention is drawn to the letter from the Board of the Company set out in this document which contains the recommendation of the Directors to Shareholders to vote in favour of the Resolution to be proposed at the General Meeting.

The General Meeting of the Company (notice of which is set out at the end of this document) at which the Resolution will be proposed, will be held at 2030 Cambourne Business Park, Cambourne, Cambridge, CB23 6DW on 13 October 2021 at 15:00 CEST.

At the time of publication of this Notice, as a result of the COVID-19 pandemic and with the safety and wellbeing of the Company's shareholders and employees in mind, we are planning for the General Meeting to be run as a closed meeting. Shareholders must not attend the General Meeting in person and anyone seeking to attend in person will be refused entry. Shareholders are invited to join the meeting by video conference and must register by 15:00 (CEST) on 12 October 2021. To register for the meeting please email your request to <a href="mailto:investor-relations@globalgraphics.com">investor-relations@globalgraphics.com</a>. The Company will make arrangements for a quorum to be present to transact the formal business of the meeting as set out in the Notice.

The Company intends to host an informal virtual meeting on 1 October 2021 at 15:00 CEST using the video calling platform, Zoom, to enable the Shareholders to raise any questions they might have prior to votes being cast at the General Meeting. Shareholders can register for the meeting by sending an email to <a href="mailto:investor-relations@globalgraphics.com">investor-relations@globalgraphics.com</a> by 14:30 CEST on 1 October 2021. Details of how to join the meeting will then be provided by email.

The Company encourages all Shareholders to attend this informal meeting. Shareholders are encouraged to join at least 5 minutes prior to the start of the meeting to allow for a prompt start.

Shareholders are also strongly advised to appoint the Chairman as their proxy as attendance by any other proxy is unlikely to be possible. Shareholders are also encouraged to submit their proxy votes electronically at <a href="https://www.signalshares.com">www.signalshares.com</a>.

If you require a hard copy Form of Proxy (or assistance with how to complete, sign and return it) or assistance in submitting your proxy appointment electronically, please call Link Group on +44 (0)371 664 0300. Calls are charged at the standard geographic rate and will vary by provider. Calls from outside the UK will be charged at the applicable international rate. Lines are open 9.00 a.m. to 5.30 p.m. (UK time) Monday to Friday, excluding public holidays in England and Wales.

If you hold your ordinary shares in uncertificated form (i.e. in CREST), you may appoint a proxy for the General Meeting by completing and transmitting a CREST Proxy Instruction in accordance with the procedures set out in the CREST Manual issued by Euroclear so that it is received by the registrar (under CREST Participation ID RA10) by no later than 15:00 CEST on 11 October 2021. The time of receipt will be taken to be the time from which the registrar is able to retrieve the message by enquiry to CREST in the manner proscribed by CREST.

Proxy appointments must be submitted no later than 15:00 CEST on 11 October 2021, or 48 hours before the time of any adjourned meeting (without taking into account any part of a day that is not a Business Day), so as to be received by the Company Secretary at the office of the Company (Cambourne Business Park, Cambourne, Cambridge, CB23 6DW).

No person has been authorised to make any representations on behalf of the Company concerning the subject matter of this document which are inconsistent with the statements contained in this document and any such representations, if made, may not be relied upon as having been authorised. No person should construe the contents of this document as legal, tax or financial advice and recipients of this document should consult their own advisers as to the matters described in this document.

#### **Online Access**

A copy of this document is available online at https://investor.globalgraphics.com/.

#### **IMPORTANT NOTICE**

#### NOTICE IN RELATION TO SHAREHOLDERS OUTSIDE THE UK AND BELGIUM

The distribution of this document and/or any accompanying documents in or into jurisdictions other than the UK and Belgium may be restricted by law and therefore any person into whose possession this document comes should inform themselves about and observe any of those restrictions. Any failure to comply with any of those restrictions may constitute a violation of the securities laws of any such jurisdiction.

Subject to certain exceptions, this document is not for release, publication or distribution, directly or indirectly, in or into the United States, Australia, Canada, Japan, New Zealand or the Republic of South Africa or any jurisdiction where to do so might constitute a violation of applicable securities laws or regulations.

#### CAUTIONARY NOTE REGARDING FORWARD-LOOKING STATEMENTS

This document contains a number of "forward-looking statements" relating to the Group including with respect to the trading prospects of the Group. The Company considers any statements that are not current or historical as "forward-looking statements". They relate to events and trends that are subject to risks, uncertainties and assumptions that could cause the actual results and financial position of the Group to differ materially from the information presented in the relevant forward-looking statement. When used in this document the words "estimate", "project", "intend", "aim", "anticipate", "believe", "expect", "should", "may", and similar expressions, as they relate to the Group or management of it, are intended to identify such forward-looking statements. Shareholders are cautioned not to place undue reliance on these forward-looking statements which speak only as at the date of this document. Neither the Company nor any member of the Group nor any of their subsidiaries or affiliates nor any of their respective officers, directors, employees, advisers or agents undertakes any obligation to update publicly or revise any of the forward-looking statements whether as a result of new information, future events or otherwise, save in respect of any requirement under applicable laws and other regulations.

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Shareholders are advised to read this document carefully. If you require assistance in completing any of the accompanying forms, please call the Company Secretary on +44 (0)1954 283100. Calls may be recorded and monitored randomly for security and training purposes.

For legal reasons, the Company will not be able to give advice on the merits of the matters referred to in this document or to provide legal, financial or taxation advice.

You may not use any electronic address provided within this document or any related documents to communicate with the Company other than as expressly stated.

# **EXPECTED TIMETABLE OF PRINCIPAL EVENTS**

Posting of this document 28 September 2021

Latest time and date for receipt Proxy Appointments 15:00 CEST on 11 October 2021

General Meeting 15:00 CEST on 13 October 2021

Announcement of the result of the General Meeting 13 October 2021

Name change effective and dealings effective 20 October 2021

#### Notes:

- (1) All references to time in this document are to Central European Summer Time (CEST) time unless otherwise stated.
- (2) The dates and times given in this document are based on the Company's current expectations and may be subject to change. If any of the above times or dates should change, the revised times and/or dates will be notified to Shareholders by an announcement on a Regulatory Information Service.
- (3) Subject to shareholder approval of the change of name at the general meeting, the Company's ticker is expected to be changed to 'HYSG'.
- (4) The Company's ISIN will remain unchanged at GB00BYN5BY03.

# **DIRECTORS, SECRETARY AND ADVISERS**

Directors Clare Findlay (independent)

Luc de Vos (independent)
Graeme Huttley (independent)

Michael Rottenborn Guido Van Der Schueren

Company Secretary Graeme Huttley

Registered Office 2030 Cambourne Business Park

Cambourne, Cambridge

CB23 6DW United Kingdom

Website https://investor.globalgraphics.com/

Legal advisers to the Company as to English law

Mills & Reeve LLP 24 King William St Candlewick, London

EC4R 9AT United Kingdom

Legal advisers to the Company as to Belgium law

Liedekerke Wolters Waelbroeck Kirkpatrick CVBA

Boulevard de L'Empereur 3

B-1000, Brussels

Belgium

Registrar Link Group

10th Floor, Central Square 29 Wellington Street

Leeds LS1 4DL

United Kingdom

# **DEFINITIONS**

The following words and expressions bear the following meanings in this document unless the context requires otherwise.

"Board" or "Directors" the directors of the Company, whose names are set out on

page 6 of this document or a duly appointed committee of

such directors;

"Business Day" a day (excluding Saturday or Sunday or public holidays in

England and Belgium) on which banks generally are open for business in the City of London and Brussels for the

transaction of normal banking business;

"Company" or "Global Graphics" Global Graphics PLC, a company registered in England

and Wales with company number 10872426;

"Congra" Congra Software S.à r.l., a limited liability company

(société à responsabilité limitée) incorporated under the laws of Luxembourg, registered under number B162896;

"Euronext" the regulated market of Euronext Brussels;

"Euronext Rules" the Euronext Rule Book which governs trading on all

Euronext Securities and Derivatives Markets as amended from time to time, including for the avoidance of any doubt,

the amendments made on 30 November 2020;

"Form of Proxy" the form of proxy for use in connection with the General

Meeting, in hard copy or electronic form;

"General Meeting" the general meeting of the Company (or any adjournment

thereof) to be held at 2030 Cambourne Business Park, Cambourne, Cambridge, CB23 6DW, United Kingdom at 15:00 CEST on 13 October 2021, notice of which is set out

at the end of this document;

"Group" the Company and its subsidiaries;

"Ordinary Shares" ordinary shares of par value 0.4 pence each in the capital

of the Company which are admitted to trading on Euronext

(ISIN code: GB00BYN5BY03);

"Resolution" the resolution set out in the notice of the General Meeting

contained at the end of this document;

"Shareholders" registered holders of Ordinary Shares;

"UK" or "United Kingdom" the United Kingdom of Great Britain and Northern Ireland;

and

"United States" or "US" the United States of America, its territories and

possessions, any state of the United States and the District

of Columbia.

# PART I LETTER FROM THE BOARD OF DIRECTORS OF GLOBAL GRAPHICS PLC

(Registered in England and Wales with the company number 10872426)

DIRECTORS: REGISTERED OFFICE:

Clare Findlay Luc de Vos Graeme Huttley Michael Rottenborn Guido Van Der Schueren 2030 Cambourne Business Park Cambourne Cambridge CB23 6DW

28 September, 2021

To Shareholders

# **Proposed Change of Name**

and

# **Notice of General Meeting**

#### 1. INTRODUCTION

The Company's Board of Directors is proposing to change the Company's name to Hybrid Software Group PLC. We consider that this is in the best interest of the Company and its shareholders and would like to explain the reasons for this.

Although the Company is comprised of four separate operating companies, each with its own brand identity and market positioning, the Company's branding is used to communicate the overall mission and focus of the Group externally to current and potential customers, shareholders and other stakeholders. The Board is of the opinion that the current name does not clearly reflect the Group's current mission and focus, for several reasons, including:

- The composition of the Group and its products and services have changed. Global Graphics PLC
  was established by a series of acquisitions of pre-press hardware manufacturers, none of which
  remain part of the Group today.
- The industries served by the Group have changed significantly. Graphics, or even printing, is not broad enough to describe our primary market of industrial inkjet manufacturing and the products and services that we sell.
- The majority of the Group's revenue and earnings are derived from the sales of software and related products and services. This is not reflected in the current name of the Company.

After much consideration, the Board has decided that Hybrid Software Group PLC provides a more accurate description of the Group's mission. The acquisition of HYBRID Software in early 2021 has been a rapid success, with the new business contributing roughly half of the H1 2021 revenues and EBITDA of the total group. With more than one thousand end-user customers already using the products of HYBRID Software in the label & packaging segment, it is logical to leverage some of the brand equity and name recognition of HYBRID Software for the combined Group when operating in this segment.

No operational or structural changes to the Company are planned as a result of this re-branding exercise. The Company will remain a Public Limited Company based in Cambridge, UK, and will continue to be listed

on Euronext Brussels. We anticipate that the new stock symbol will be HYSG, pending approval by Euronext.

Furthermore, each of the Group's operating companies – Global Graphics Software, HYBRID Software, Meteor Inkjet, and Xitron – will continue operating under their own brands as before, with no changes planned to their branding.

The Resolution to change the name is a special resolution, which requires at least 75% of the shareholders voting at the meeting to vote in favour of the Resolution.

If the Resolution is not passed, the Company will not be able to change its name and in such circumstances it would continue to be called Global Graphics PLC.

Further information about the Change of Name and the General Meeting is set out below. Further information about the Company together with its financial information and constitutional documents can be found on the Company's website at https://investor.globalgraphics.com/.

#### 2. GENERAL MEETING

The Change of Name is conditional upon, amongst other things, the approval by Shareholders of the Resolution at the General Meeting. The General Meeting has been convened for 15:00 CEST on 13 October 2021 and will be held at 2030 Cambourne Business Park, Cambourne, Cambridge, CB23 6DW, United Kingdom.

Congra is the significant and controlling shareholder of Global Graphics PLC owning approximately 82.37% of the share capital (currently 82.55% of the voting rights) and intends to vote in favour of the Resolution.

The notice convening the General Meeting is set out at the end of this document and includes the proposed Resolution, which, if approved by Shareholders, will authorise the Directors to change the Company's name.

At the time of publication of this Notice, as a result of the COVID-19 pandemic and with the safety and wellbeing of the Company's shareholders and employees in mind, we are planning for the General Meeting to be run as a closed meeting. Shareholders must not attend the General Meeting in person and anyone seeking to attend in person will be refused entry. Shareholders are invited to join the meeting by video conference and must register by 15:00 (CEST) on 12 October 2021. To register for the meeting please email your request to <a href="mailto:investor-relations@globalgraphics.com">investor-relations@globalgraphics.com</a>. The Company will make arrangements for a quorum to be present to transact the formal business of the meeting as set out in the Notice.

#### **General Meeting queries**

Shareholders who have queries about the General Meeting or about completion of a Form of Proxy should contact the Company Secretary, by telephone on +44 (0)1954 283100 or by email to <a href="mailto:investor-relations@globalgraphics.com">investor-relations@globalgraphics.com</a>. Please note that advice cannot be provided on the merits of the Change of Name or the Resolution nor can any financial, legal or tax advice be given.

#### 3. ACTION TO BE TAKEN IN RESPECT OF THE GENERAL MEETING

#### **Proxy voting**

You will not receive a hard copy form of proxy for the General Meeting in the post. Instead, you will be able to vote electronically using the <a href="http://www.signalshares.com">http://www.signalshares.com</a>. 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 Group.

Proxy votes must be received no later than 15:00 CEST on 11 October 2021.

If you need help with voting online, please contact our Registrar, Link Group, by telephone on +44 (0)371 664 0391. 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 – 17:30 (UK time), Monday to Friday excluding public holidays in England and Wales. Or email Link at <a href="mailto:shareholderenquiries@linkgroup.co.uk">shareholderenquiries@linkgroup.co.uk</a>

## 4. RECOMMENDATION

The Directors consider that the Change of Name is in the best interests of the Shareholders as a whole. Accordingly, the Directors unanimously recommend that Shareholders vote in favour of the Resolution, as the Directors intend to do in respect of their own beneficial holdings of Ordinary Shares, representing approximately 82.37 per cent of the Company's Ordinary Shares.

Yours faithfully

On behalf of the Board Graeme Huttley Director

# **NOTICE OF GENERAL MEETING**

# **GLOBAL GRAPHICS PLC**

(Registered in England and Wales with the company number 10872426)

(the "Company")

**NOTICE IS HEREBY GIVEN** that a **GENERAL MEETING** of the Company will be held at 2030 Cambourne Business Park, Cambourne, Cambridge, CB23 6DW on 13 October 2021 at 15:00 CEST for the purpose of considering and, if thought fit, passing the following Resolution to be proposed as a special resolution.

## **SPECIAL RESOLUTION**

**THAT** the name of the Company be changed from GLOBAL GRAPHICS PLC to HYBRID SOFTWARE GROUP PLC.

By Order of the Board

**Graeme Huttley**Company Secretary

Dated: 28 September 2021

Registered Office: 2030
Cambourne Business Park
Cambourne
Cambridge
CB23 6DW

## Notes to the Notice of the General Meeting (the "General Meeting")

The following notes explain your general rights as a shareholder and your right to attend and vote at this General Meeting or to appoint someone else to vote on your behalf.

- 1. To be entitled to attend and vote at the General Meeting (and for the purpose of the determination by the Company of the number of votes they may cast in accordance with Regulation 41 of the Uncertified Securities Regulations 2001), shareholders must be registered in the Register of Members of the Company at close of trading on 11 October 2021. Changes to the Register of Members after the relevant deadline shall be disregarded in determining the rights of any person to attend and vote at the General Meeting.
- 2. Shareholders, or their proxies, intending to attend the General Meeting in person are requested, if possible, to arrive at the General Meeting venue at least 20 minutes prior to the commencement of the General Meeting so that their shareholding may be checked against the Company's Register of Members and attendances recorded. Shareholders are strongly encouraged to appoint the Chairman as their proxy, as attendance by other proxies is unlikely to be possible because of the COVID-19 restrictions.
- 3. Shareholders are entitled to appoint another person as a proxy to exercise all or part of their rights to attend and to speak and vote on their behalf at the General Meeting. A shareholder may appoint more than one proxy in relation to the General Meeting provided that each proxy is appointed to exercise the rights attached to a different ordinary share or ordinary shares held by that shareholder. A proxy need not be a shareholder of the Company.
- 4. In the case of joint holders, where more than one of the joint holders purports to appoint a proxy, only the appointment submitted by the most senior holder will be accepted. Seniority is determined by the order in which the names of the joint holders appear in the Company's Register of Members in respect of the joint holding (the first named being the most senior).
- 5. A vote withheld is not a vote in law, which means that the vote will not be counted in the calculation of votes for or against the resolution. If no voting indication is given, your proxy will vote or abstain from voting at his or her discretion. Your proxy will vote (or abstain from voting) as he or she thinks fit in relation to any other matter which is put before the General Meeting.
- 6. You can vote either:
- a. by logging on to <a href="www.signalshares.com">www.signalshares.com</a> and following the instructions. If you need help with voting online, please contact the Company's Registrar, Link Group, on 0371 664 0300 if calling from the UK, or +44 (0) 371 664 0300 if calling from outside of the UK, or email Link at shareholderenquiries@linkgroup.co.uk.
- b. in the case of CREST members, by utilising the CREST electronic proxy appointment service in accordance with the procedures set out below.

In order for a proxy appointment to be valid a form of proxy must be completed. In each case the form of proxy must be received by Link Group at 10th Floor, Central Square, 29 Wellington Street, Leeds, LS1 4DL by 15:00 (CEST) on 11 October 2021.

- 7. If you return more than one proxy appointment, either by paper or electronic communication, the appointment received last by the Registrar before the latest time for the receipt of proxies will take precedence. You are advised to read the terms and conditions of use carefully. Electronic communication facilities are open to all shareholders and those who use them will not be disadvantaged.
- 8. The return of a completed form of proxy, electronic filing or any CREST Proxy Instruction (as described in note 11 below) will not prevent a shareholder from attending the General Meeting and voting in person if he/she wishes to do so.
- 9. CREST members who wish to appoint a proxy or proxies through the CREST electronic proxy appointment service may do so for the General Meeting (and any adjournment of the General Meeting) by using the procedures described in the CREST Manual (available from www.euroclear.com/site/public/EUI). CREST Personal Members or other CREST sponsored members, and those CREST members who have

appointed a service provider(s), should refer to their CREST sponsor or voting service provider(s), who will be able to take the appropriate action on their behalf.

- 10. In order for a proxy appointment or instruction made by means of CREST to be valid, the appropriate CREST message (a 'CREST Proxy Instruction') must be properly authenticated in accordance with Euroclear UK & Ireland Limited's specifications and must contain the information required for such instructions, as described in the CREST Manual. The message must be transmitted so as to be received by the issuer's agent (ID RA10) by 15:00 (CEST) on 11 October 2021. For this purpose, the time of receipt will be taken to mean the time (as determined by the timestamp applied to the message by the CREST application host) from which the issuer's agent is able to retrieve the message by enquiry to CREST in the manner prescribed by CREST. After this time, any change of instructions to proxies appointed through CREST should be communicated to the appointee through other means.
- 11. CREST members and, where applicable, their CREST sponsors or voting service providers should note that Euroclear UK & Ireland Limited does not make available special procedures in CREST for any particular message. Normal system timings and limitations will, therefore, apply in relation to the input of CREST Proxy Instructions. It is the responsibility of the CREST member concerned to take (or, if the CREST member is a CREST personal member, or sponsored member, or has appointed a voting service provider(s), to procure that his CREST sponsor or voting service provider(s) take(s)) such action as shall be necessary to ensure that a message is transmitted by means of the CREST system by any particular time. In this connection, CREST members and, where applicable, their CREST sponsors or voting system providers are referred, in particular, to those sections of the CREST Manual concerning practical limitations of the CREST system and timings. The Company may treat as invalid a CREST Proxy Instruction in the circumstances set out in Regulation 35(5)(a) of the Uncertificated Securities Regulations 2001.
- 12. Any corporation which is a shareholder can appoint one or more corporate representatives who may exercise on its behalf all of its powers as a shareholder provided that no more than one corporate representative exercises powers in relation to the same shares.
- 13. As at 27 September 2021 (being the latest practicable business day prior to the publication of this Notice), the Company's ordinary issued share capital consists of 32,909,737 ordinary shares (of which 73,996 comprise treasury shares), carrying one vote each. Therefore, the total voting rights in the Company as at 27 September 2021 are 32,835,741.
- 14. Any shareholder attending the General Meeting has the right to ask questions. The Company must cause to be answered any such question relating to the business being dealt with at the General Meeting but no such answer need be given if: (a) to do so would interfere unduly with the preparation for the General Meeting or involve the disclosure of confidential information; (b) the answer has already been given on a website in the form of an answer to a question; or (c) it is undesirable in the interests of the Company or the good order of the General Meeting that the question be answered.
- 16. You may not use any electronic address (within the meaning of Section 333(4) of the Companies Act 2006) provided in either this Notice or any related documents (including the form of proxy) to communicate with the Company for any purposes other than those expressly stated.
- 17. A copy of this Notice, and other information required by section 311A of the Companies Act 2006, can be found in the investor section of the Company's website (https://investor.globalgraphics.com/).