



17 September 2021

The Manager
Company Announcements Office
Australian Securities Exchange

Dear Manager,

LETTER TO SHAREHOLDERS – COLES' ANNUAL GENERAL MEETING

Attached for release to the market is a letter to be sent to shareholders who receive notice of Coles' 2021 Annual General Meeting by post.

This announcement is authorised by the Board.

Yours faithfully,

A handwritten signature in black ink, appearing to read "Daniella Pereira".

Daniella Pereira
Company Secretary

For more information:

Investors

Mark Howell
Mobile: +61 400 332 640
E-mail: investor.relations@colesgroup.com.au

Lisa Zimmet
Mobile: +61 428 857 242
E-mail: investor.relations@colesgroup.com.au

Media

Blair Speedy
Mobile: +61 431 960 249
E-mail: media.relations@coles.com.au



Need assistance?



Phone:
(within Australia) 1300 171 785
(outside of Australia) +61 3 9415 4078



Online:
www.investorcentre.com/contact

Virtual Annual General Meeting

**Wednesday 10 November 2021
at 10.30am (AEDT)**

Webcast: <https://web.lumiagm.com>

Registration Details:

Meeting ID 398125821
You will need your SRN/HIN to attend and participate in the AGM as a shareholder



Your vote is important

For your proxy or direct vote appointment to be effective it must be received by 10.30am (AEDT) on Monday 8 November 2021.

17 September 2021

Coles Group Limited Annual General Meeting

Dear Shareholder,

I am pleased to invite you to the 2021 Annual General Meeting (**AGM**) of Coles Group Limited (**Coles**) which has been scheduled as follows:

Date: Wednesday 10 November 2021

Time: 10.30am Australian Eastern Daylight Time (AEDT)

Due to the ongoing uncertainty relating to the COVID-19 pandemic and in the interests of the health and safety of shareholders, team members and other stakeholders, we will be holding our 2021 Annual General Meeting (AGM) as a virtual meeting. This means that you will not be able to physically attend the meeting but will be able to view and participate in the meeting online in real-time.

While we will not be able to meet in person, it is our intention to conduct the 2021 AGM in a manner that will provide a shareholder experience which is as close as possible to a physical AGM. This reflects the approach Coles followed for its 2020 AGM. Shareholders, proxyholders, attorneys and corporate representatives will be able to participate in real time, by submitting questions in writing or verbally and voting live using our online AGM platform. We will open the poll at the start of the meeting in order to give shareholders as much time as possible to vote using the online platform, during the meeting.

If you are unable to join us for the AGM, we encourage you to lodge a direct vote prior to the meeting or, alternatively, to appoint a proxy to attend virtually, and vote on your behalf. As was the case last year, we also welcome shareholder questions in advance of the meeting. These can be emailed to the Company's share registry at colesagm@computershare.com.au or enclosed with your returned Voting Form if you elect to return a hard copy.

If it becomes necessary to make further arrangements for holding Coles' AGM, we will provide shareholders with as much notice as possible in the circumstances. However, we encourage shareholders to monitor the ASX website and Coles' website at www.colesgroup.com.au/agm for any updates.

Full details on how to lodge a proxy or direct vote, attend and participate in the AGM are set out in our Notice of Meeting.

Notice of Meeting

In accordance with the recent amendments to the *Corporations Act 2001* (Cth), we will not be posting to you a hard copy of the Notice of Meeting ahead of our AGM. Please visit our AGM webpage at www.colesgroup.com.au/agm to view and download our Notice of Meeting. Our Annual Report and other meeting documents are also available on this webpage.

Voting Form

Enclosed with this letter is a hard copy of your Voting Form which is personalised to you. Please complete the Voting Form if you would like to lodge a direct vote prior to the meeting or, alternatively, to appoint a proxy to attend the meeting and vote on your behalf. Page 7 of the Notice of Meeting sets out the various ways in which you can submit the Voting Form. Please note that for a proxy appointment or direct vote to be effective, it must be received by **10.30am (AEDT) Monday 8 November 2021**.

Your secure access information

To attend and participate in our AGM, you will need to provide certain information that is personalised to you. Please find below your secure access information.

Your secure access information is

Control Number: 135557

You will need this secure access information in order to log into the online AGM platform on the day of the AGM and attend and participate in the meeting. Please also note that for security reasons it is important that you keep your SRN/HIN confidential.

AGM webpage

If you would like additional information on our virtual AGM, please visit our AGM webpage www.colesgroup.com.au/agm for our AGM Frequently Asked Questions and an Online Meeting Guide which provides a step by step guide on how to access and use the online platform.

On behalf of the Board, I thank you for your continuing support as a shareholder. We look forward to welcoming you to our virtual AGM on 10 November 2021.

Yours sincerely,



James Graham AM
Chairman, Coles Group Limited