# Tesco PLC ('the Company') THE TESCO PLC INTERNATIONAL SAVINGS-RELATED SHARE OPTION SCHEME (2021)

# IMPORTANT DOCUMENT - PLEASE RETAIN THIS IN A SAFE PLACE

IHD - 2253 - Version 5 Equiniti Share Plan Trustees Ltd INT SAYE T&CS 8th January 2024

When selling these shares in the future you may need to make your own arrangements with a stockbroker or share dealing service. You should consider the following:

- You may be charged a fee for this service
- The shares are traded on the London Stock Exchange in pounds sterling
- The amount of money you receive will be affected by Market and Currency fluctuations

## SCHEMETERMS AND CONDITIONS

Your Privacy Notices clearly explain how your data is protected and how your enhanced rights apply. To read the latest versions, please visit  $\frac{https://privacy.equiniti.com}{https://www.ourtesco.ie/colleague/working-at-tesco/policies/legal-policies/colleague-privacy-and-data-protection}$ 

- ESP Portal www.shareview.co.uk/clients/TescoIreland
- Equiniti Limited, Aspect House, Spencer Road, Lancing, West Sussex, BN99 6DA Employee Helpline +44 (0)371 384 2976
- - Lines are open 8.30am to 5.30pm (UK time), Monday to Friday (excluding public holidays in England and in Wales)

For deaf and speech impaired customers, we welcome calls via Relay UK. Please see www.relayuk.bt.com for more information. You can also contact us by using our email service myshareplan@equiniti.com, please provide your Company name in the subject line

Please contact us to request this document in an alternative format, for example, braille or audio.

#### DEFINITIONS

We', 'our' or 'us' refers to Equiniti Limited ('Equiniti') in relation to all administrative matters and to Equiniti Share Plan Trustees Limited ('ESPTL') in relation to the Sharesave account. In the sections about Conflict of Interest 'we', 'our' or 'us' refers to both Equiniti and ESPTL

# ABOUT EQUINITI SHARE PLAN TRUSTEES LIMITED

ABOUT EQUINITI SHARE PLAN I RUSI EES LIMITED

Equiniti Share Plan Trustees Limited ('ESPTL') is part of the Equiniti group of companies whose registered offices are

Aspect House, Spencer Road, Lancing, West Sussex BN99 6DA, United Kingdom registered in England and Wales

number 3925002. The main business of the Trustee is to act as Trustee for UK approved share incentive plans and

### The Trustee:

- will not be responsible for advising you on the suitability of any transaction in relation to the Scheme
- may, whether itself or through another member of the Equiniti group of companies, provide other services in relation to the administration of the Scheme and may be compensated for these services.

Equiniti Limited ('Equiniti') is part of the Equiniti group of companies. Registered address: Aspect House, Spencer Road, Lancing, West Sussex, BN99 6DA, United Kingdom. Incorporated in England and Wales no. 6226088.

### BANK CHARGES

Neither ESPTL nor Equiniti will be liable for any third party charges resulting from the transmission or receipt of funds

If you choose to Exercise your Option then a Foreign Exchange ('FX') commission at the rate of 1.50% will be applied to value of any transaction where savings are held in a currency other than pounds sterling. Equiniti will settle its banking agent's commission from these sums.

## DISBURSEMENTS VIA A PAYROLL OR THIRD PARTY

We may repay funds directly to you or via a third party (which may include your payroll).

# YOUR CANCELLATION RIGHTS

Your right to cancel exceeds your cancellation rights under the law. You are able to cancel your participation in the Scheme at any time. Please see your local coordinator if you wish to cancel your participation in the Scheme

# CONFLICT OF INTEREST

We may possibly carry out transactions with you or for you upon the exercise of your option in which we or an associate deal as principal or agent or otherwise have a material interest or a relationship with another party which might involve a conflict with our duty to you or result in a payment being received by us or an associate. We will not be able to consult you about this but will try to ensure that the terms of any transaction are as favourable to you as those carried out with a third party at arm's length.

#### HOW TO COMPLAIN

If you wish to complain about the service provided to you under this agreement your first point of contact should be the following address: Equiniti Share Plan Trustees Limited Highdown House, Yeoman Way, Worthing, West Sussex BN13 3RA, United Kingdom.

ESPTL will hold funds in a bank account to ensure Financial Services Compensation Scheme (FSCS) limits apply should the bank cease. The relationship with ESPTL is not subject to the Financial Services Compensation Scheme so this does not apply if ESPTL holds the funds and ceases. The Financial Services Compensation Scheme is established under the Financial Services and Markets Act 2000. You may be entitled to compensation from the scheme if the bank can't meet its obligations. This depends on the type of business and the circumstances of the claim. The scheme covers, for example, Deposit Taking

Deposit taking limits may vary, current amounts and a leaflet with further details is available on request from the scheme. Call their Helpline on +44 (0)20 7741 4100 or 0800 678 1100, log onto their website at www.fscs.org.uk or write to the Financial Services Compensation Scheme, 10th Floor Beaufort House, 15 St Botolph Street, London, EC3A 7QU, United Kingdom.

### ABOUT THESE TERMS AND CONDITIONS

These terms and conditions are governed by English Law. You agree that legal action relating to this agreement may only be dealt with by the courts of England and Wales. Any contact made by us and you in relation to these terms and conditions will be in the English language. All instructions and notices to us under the Terms and Conditions must be given to us in accordance with the Trust Deed and the Rules of the Scheme. If you would like these Terms and Conditions in an alternative format, for example Braille or audio tape, please contact your local co-ordinator.

Minor amendments to these terms and conditions may be made (e.g. in case of errors or omissions) and will be advised via the annual statement. We will give you not less than 30 days' notice of any material change, unless it is impractical to do

# ELECTRONIC APPLICATIONS

If you apply to participate in the Scheme using the electronic facility provided, the following provisions will apply to the

- The Company and/or Equiniti and/or ESPTL have the right to withdraw the electronic application channels
- The Company and/or ESPTL may insist on a written application instead of the electronic application. The Company and/or ESPTL may insist on a written application instead of the electronic application. If you submit multiple applications, either through the same channel or by multiple channels, the most recently dated application (that is received prior to any published closing date) will be given precedence. You acknowledge that if you apply in writing, you should allow 5 days from receipt of the application before the information in it is processed and displayed.
- The information that you provide to gain access to the service together with your acceptance of the terms and conditions will, when you confirm your application, constitute your electronic signature. d
- The Company and/or we may allow you to modify your application using the electronic application channels available. If so, they may implement a cut-off date, after which you will no longer be able to modify your application.
  - Excess demand on the service and circumstances beyond the Company's and/or our reasonable control may mean it is not always possible to use the electronic application channel.
  - The Company and/or we will take reasonable steps to ensure that the electronic application channel is available but neither we nor they are responsible for systems beyond their reasonable control or any incompatibility between your systems and the electronic application channel.
- h. Youacknowledge that the electronic application channel enables you to give instructions to Equiniti on behalf of
- Total Chairmenage and the Cereta on to applications that the ESPTL and the Company.

  If you subscribe for Equiniti ESP Portal, Shareview portfolio creation service or any other service in connection with the Plan, Equiniti will be entitled to use and process the information which you provide in order to grant access to other websites managed by Equiniti.

## TO TESCO PLC

- In accordance with the Rules of the Company Sharesave Scheme ('the Scheme') I hereby apply to the Company for an Option to subscribe for shares in the Company with the proceeds of my Sharesave contract with ESPTL I declare that I agree to be bound by the Trust Deed and Rules of the Scheme. I authorise my employing company to deduct from my pay the amount of savings that I have indicated. I authorise the Company to reduce the amount of contributions (and amend my instruction accordingly) under the Rules of the Scheme if there are insufficient shares available to satisfy all applications in full. I agree that the administration of the Scheme will be carried out by Equiniti in conjunction with ESPTL and that Equiniti, the ESPTL and the Company can share information collected in connection with the administration of the Scheme. administration of the Scheme.

# TO ESPTL

I apply to open a Sharesave account with ESPTL and to save the amount indicated. I authorise ESPTL to provide the Company with information relevant to the Company Sharesave Scheme. These instructions remain in force until cancelled by me by giving notice in writing or otherwise as detailed under the Rules of the Scheme and I agree to be bound by the Scheme Terms and Conditions provided. The deductions under this contract shall not start earlier than January 2025 with a contract start date of 1 March 2025. A total of 36 monthly payments must be made under a 3 year contract or 60 monthly payments under a 5 year contract to complete the relevant savings contract.

dge that when my application to open a Sharesave account has been accepted, the Terms and Conditions provided will apply. I acknowledge that the Sharesave account may be administered by Equiniti on behalf of ESPTL. A copy of the Scheme terms and conditions have been issued to me, and I accept the terms thereof.

# I declare

- that I am 16 years of age or over; that I am eligible to participate in the Scheme relevant to this application which has been arranged by my employer;
- that this application will not breach the monthly savings limit of €500; c. d.
- that this application will not breach the monthly savings limit of esous; that my savings will be held in my local currency, where appropriate, by ESPTL; that it is my responsibility to comply with all applicable local regulations including those relating to the acquisition of Options, exchange control restrictions and laws restricting the purchase or sale of shares in the Company; that participation in the Scheme may have local tax implications and that I understand it is my responsibility to
- pay any local taxes due; that by signing and returning this application, I am consenting to the collection and processing by the Company and other members of its group, of personal data relating to me and the transfer of such data by the Company and other members of its group to its employees and officers and to third parties in connection with the administration of the International Sharesave Scheme; that lagree that ESPIT. may communicate with the Company without my prior consent to discuss my savings under the International Sharesave Scheme.