

Dear Sir/Madam,

RE: Transfer of Engagements from The Southern Co-operative Limited to Siena Co-operative Limited

We are writing to you because your company is party to an existing contract or has an existing business relationship with **The Southern Co-operative Limited** ("Southern Co-op").

As you may be aware, Southern Co-op has agreed to merge with **The Co-operative Group Limited** ("Co-op Group"), one of the world's largest consumer co-operatives. The merger is being implemented by way of statutory process under **Section 110 of the Co-operative and Community Benefit Societies Act 2014** ("The Act"), known as a **Transfer of Engagements** ("TOE"). The TOE has been approved by Southern Co-op's members and is expected to complete on **27 July 2026** ("Effective Date").

Accordingly, Southern Co-op's business, assets and liabilities, including its contracts will automatically transfer to and be assumed by **Siena Co-operative Limited** ("Siena"), a wholly owned subsidiary of the Co-op Group (registered society no.5522R). From the Effective Date, your contractual counterparty and/or business relationship will be with Siena in place of Southern Co-op. It is important to understand that under The Act this will all happen **automatically**. Specifically, there is **no requirement to novate, amend, or re-execute your contract** and (as it is a statutory matter) it happens even if your contract would normally entitle you to consent (or not) to any such assignment or transfer.

Therefore, your existing contract and/or business relationship will continue in full force and effect. The only change will be the identity of the party with whom you have a contractual and/or business relationship. All other arrangements and terms will remain unchanged.

From the effective date, please direct all correspondence, invoices and contractual matters to:

Siena Co-operative Limited
1000 Lakeside, Western Road, Portsmouth, PO6 3FE

For the avoidance of doubt, our bank details will remain unchanged, including the sort code and account number. The only amendment is that, from the effective date, the account name will be updated to Siena Co-operative Limited.

This transfer is an internal step and is not expected to affect our day-to-day operations or our relationship.

Please note that a formal copy of this letter will also be available on our website on the "**Joining Forces with Co-op Group**" page.



1000 Lakeside | Western Road | Portsmouth PO6 3FE
Switchboard 023 9222 2500
southernco-op.co.uk

If you have any questions, please do not hesitate to contact us through the Scanmarket message function by following the relevant instructions and links below in this email. We would be grateful if you could **acknowledge receipt** at your earliest convenience.

Yours Faithfully,
Clarissa Maglinao
Legal and Contracts Assistant