

The Trustees of the HP Ltd Retirement Benefits Plan
c/o Inside Pensions Limited
6 Victoria Street
St Albans
Herts
AL1 3JB

August 2013

Dear Member

**Hewlett-Packard Limited Retirement Benefits Plan (“the Plan”)
HP Section**

As part of our communications strategy the Trustees would like to increase the use of electronic communication to members through use of email. The aim is to provide members with faster access to information and to help the Trustees reduce postage costs.

If you have already provided your current email address, thank you for taking time to send this to us.

If we do not have your email address, please could you email to the address below giving your name, Plan membership number (if known) and your National Insurance number in order for you to be identified correctly.

hp2@equiniti.com

Your email address will be held securely by the Plan administrators Equiniti Paymaster and will be used solely for communicating with you regarding the Plan.

Please be assured that if you do not use email then this will not prevent you from receiving communications from the Plan.

Should you have any questions regarding this letter or your Plan benefits, please contact the pension administration team at Equiniti Paymaster by emailing the above address or by calling the helpline on 01293 604844.

Yours faithfully



Andrew Dodd
Trustee

