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STRICTLY PRIVATE AND CONFIDENTIAL

27 March 2026

To employees of Checkit plc and its subsidiaries

Dear Checkit Team

CHECKIT PLC FORMAL SALE PROCESS

Further to Kit's communication with you yesterday, it is my task to write to you formally in accordance with Rule 2.11(a) of the City Code on Takeovers and Mergers (the "**Code**"). A copy of the announcement released by the Company on 26 March 2026 is attached. This states that the Board has determined that it would be appropriate to investigate a sale of the Company and has announced the commencement of a Formal Sale Process (as referred to in Note 2 to Rule 2.6 of the Takeover Code) (the "**FSP**").

This letter is not a summary of the information in the Announcement and is no substitute for reading it. The Announcement includes a summary of the provisions of Rule 8 of the Code which concerns the reporting of any share dealings. Please contact Hugh Wooster if you consider that this rule may apply to you.

We will work with you to ensure compliance with the Code (especially as far as employees are concerned) and to ensure that you have a clear understanding of the FSP and any subsequent steps that may be taken in the coming months. We will make further announcements when appropriate.

Opinion of employee

If an offer is made for the Company, you have a right under Rule 25.9 of the Code to have published, at the Company's cost, a separate opinion on the effects of the offer on employment. Any such opinion will be appended to the formal circular that may be published by the Company. The Company will also be responsible for the costs reasonably incurred in obtaining the advice required for the verification of the information contained in their opinion.



Responsibility

The Board accepts responsibility for the information contained in this letter. To the best of the knowledge and belief of the Checkit plc directors (who have taken all reasonable care to ensure that such is the case), the information contained in this letter is in accordance with the facts and does not omit anything likely to affect the import of such information.

Addresses may be provided to offerors (if applicable)

Please note that employee addresses, electronic addresses and certain other information provided by you for the receipt of communications from the Company may be provided to an offeror in due course during the offer period as required under Section 4 of Appendix 4 of the Code.

This letter and the Announcement will be available on the Company's website at www.checkit.net. If you have any queries, you can contact me by email at keith.daley@checkit.net.

With thanks and best regards,

A handwritten signature in black ink that reads 'Keith Daley'.

Keith Daley
Non-Executive Chair, Checkit plc