



## Books Close/Open Notice

February 28, 2012

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**Company Name:** Hays plc

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**Ticker Symbol:** HAYPY  
**CUSIP Number:** 421103102  
**US ISIN:** US4211031020  
**Country:** UK  
**Listing Exchange:** OTC  
**Sponsorship Level:** Un-sponsored ADR Program  
**Ratio (ORD:DR):** 10:1  
**Books Closed Date:** Close of business March 2, 2012  
**Books Open Date:** Close of business March 8, 2012  
**For:** Issuance and Cancellation  
**Reason:** Dividend Date Reconciliation

### Depository Receipt Services

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