



## Books Close/Open Notice

February 28, 2012

---

**Company Name:** Hays plc

---

**Ticker Symbol:** HAYPY  
**CUSIP Number:** 421103102  
**US ISIN:** US4211031020  
**Country:** UK  
**Listing Exchange:** OTC  
**Sponsorship Level:** Unsponsored 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

#### Contact Capital Markets Solutions

##### New York

Michael O'Leary  
[michael.oleary@citi.com](mailto:michael.oleary@citi.com)

##### New York

Jason Zoppel  
[jason.zoppel@citi.com](mailto:jason.zoppel@citi.com)

##### London

Michael Woods  
[michael.woods@citi.com](mailto:michael.woods@citi.com)

Group Email  
[citiadr@citi.com](mailto:citiadr@citi.com)

**Bloomberg: ADRC <GO>**

For further information about Citi's Depository Receipt Services, visit [www.citi.com/dr](http://www.citi.com/dr).