

{Mailing name}

{Address 1}

{Address 2}

{Address 3}

{Address 4}

[date]

Our ref:

Dear {Salutation}

**{Account type}**

**Account number: {Account number}**

**Account name: {Account name}**

**{Designation: {Designation}}**

### **Changes to your holding in CT UK High Income Trust PLC (“the Company”) – No action required.**

You currently hold Units in the Company via the above CT Savings Plan. We’re letting you know about some changes that will take place on 25 March 2024.

#### **The changes explained**

Each Unit you hold in the Company comprises three Ordinary shares and one B share. The Company’s Ordinary Shares and B Shares are listed separately on the Financial Conduct Authority’s Official List and traded on the London Stock Exchange. The Units are also traded on the London Stock Exchange.

To simplify the Company’s listing structure, the Company will cancel the admission of its Units to trade on the London Stock Exchange. As such, Unit Holders will hold and be able to trade their underlying Ordinary Shares and B Shares independently. It’s expected that this will take effect from 25 March 2024 (the “Cancellation Date”). This change has no impact on your voting right.

#### **What this means for your Savings Plan**

*Valuation statements* - For every Unit you hold at the Cancellation Date, you will hold three Ordinary Shares and one B Share instead. You’ll see this change in your Savings Plan online the following day and in future valuation statements.

*Income payments* – This will not cause a change to the dividends (in respect of your underlying Ordinary Shares) and capital repayments (in respect of your underlying B Shares) that you receive.

*Direct debits* – We will continue to collect the same monthly amount. From April 2024, the first collection date after the Cancellation Date, any portion which was previously invested into Units will be split with 75% allocated to buy Ordinary shares and 25% to buy B shares. We will send written confirmation when this has been updated on your account. If you would like to change your investment instruction for future monthly contributions, please contact us using the details below and we will explain the options available. Alternatively, you can complete the relevant “Change of Investment Instruction” form which is available on our website at [ctinvest.co.uk/documents](https://ctinvest.co.uk/documents).

*Changing your share holding* – You will be able to buy or sell your Ordinary shares and B shares from the Cancellation Date. The last date we can receive your instruction to buy or sell Units is 19 March 2024, or 18 March 2024 if you are switching into Units from another investment. We will contact you if we receive instructions after this date to confirm we are buying/selling the equivalent Ordinary shares and B shares. Please note this transaction will only happen after the Cancellation Date. If you have already instructed us to transfer Units to another person or another provider, and this has not been completed by the Cancellation Date, we will transfer the underlying Ordinary shares and B shares instead.

*Taxation (General Investment Account and Junior Investment Account holders only)* – For the purposes of UK taxation, as the underlying Ordinary shares and B shares were already separately identifiable assets, and there is no change to the beneficial owner, the cancellation of the Units is not a taxable event. You will continue to be taxed in terms of the separate underlying Ordinary shares and B shares. The dividends from the Ordinary Shares and capital repayments from the B shares will continue to show on your annual Consolidated Tax Certificate in the same way.

#### **Help and Support**

If you have any questions about this letter, please let us know. You can call us on 0345 600 3030 or from overseas on +44 1268 447407. The team is available to take your call from 9.00am to 5.00pm, Monday to Friday. Alternatively, please email us at [investor.enquiries@columbiathreadneedle.com](mailto:investor.enquiries@columbiathreadneedle.com). You can also contact your financial adviser or find one at [www.unbiased.co.uk](https://www.unbiased.co.uk).

Your sincerely,



**Ross Duncton**  
**Head of Marketing**