

16 June 2004

Dear Shareholder

Notice of Annual General Meeting of T&F Informa plc (the “Company”)

Following the successful completion of the merger of Informa Group plc and Taylor & Francis Group plc on 10 May 2004 to create T&F Informa plc, I am pleased to invite you, in my capacity as your new Chairman, to the AGM of the Company to be held on Wednesday 14 July at 11.00 a.m. at the offices of CMS Cameron McKenna, Mitre House, 160 Aldersgate Street, London EC1A 4DD.

You will find enclosed the formal notice of the meeting, which sets out the business to be considered at the meeting and contains explanatory notes on the resolutions to be proposed. This business includes the receipt of the Company’s reports and accounts for the previous financial year to 31 December 2003, appointments to the Company’s board of directors following completion of the merger, approval of the directors’ remuneration report for the previous financial year, the re-appointment of KPMG as the Company’s auditors and the amendment of the Company’s share matching plan (more particularly explained in my letter which accompanies this document). Each resolution will be proposed and voted on separately and there will be an opportunity during the AGM to ask questions of your Directors on the issues involved.

Because of the timing of the merger with Taylor & Francis Group plc, a second interim dividend of 4.94 pence (net) per share for the year ended 31 December 2003 was declared by the Informa board, payable on 20 May 2004 to Informa Group plc shareholders on the register of members on 23 April 2004; accordingly we are not proposing any final dividend at this year’s AGM. Former Taylor & Francis shareholders (who now hold T&F Informa plc shares) will have been entitled to their second interim dividend of 3.23 pence (net) per Taylor & Francis Group plc share, payable on 11 June 2004 to Taylor & Francis shareholders on the register at the close of business on 12 March 2004, instead of any final dividend for the year ended 31 December 2003.

The proxy form enclosed with this letter should be completed and returned as soon as possible, but in any event so as to be received by Lloyds TSB Registrars at The Causeway, Worthing, West Sussex BN99 6ZL by no later than 11.00 a.m. on 12 July 2004. Alternatively, shareholders may register the appointment of a proxy electronically by logging on to the website www.sharevote.co.uk. Electronic proxy appointments must also be received by Lloyds TSB Registrars no later than 11.00 a.m. on 12 July 2004. Proxy voting in respect of uncertificated shares may also be registered electronically through CREST - see note 5 on page 2 of this document.

Shareholders who return a proxy form or give an electronic proxy instruction will still be able to attend and vote in person at the meeting if they so wish.

I look forward to meeting you at the AGM.

Yours sincerely

David Smith
Chairman

T&F Informa plc
Mortimer House, 37-41 Mortimer Street
London W1T 3JH, UK
Tel +44 (0)20 7017 4301 Fax +44 (0)20 7017 4226
www.tfinforma.com

Registered Office Mortimer House 37-41 Mortimer Street London W1T 3JH
Registered in England and Wales Registered Number 3099067

NOTICE OF ANNUAL GENERAL MEETING

Notice is hereby given that the Annual General Meeting of T&F Informa plc (the "Company") will be held at the offices of CMS Cameron McKenna, Mitre House, 160 Aldersgate Street, London EC1A 4DD on Wednesday 14 July 2004 at 11.00 a.m. for the following purposes (all resolutions will be proposed as ordinary resolutions):

- 1 To receive and adopt the Directors' and Auditors' Reports and the Audited Accounts for the year ended 31 December 2003.
- 2 To elect Mr D J Smith as a Director.
- 3 To elect Mr A M Foye as a Director.
- 4 To elect Mr D Mapp as a Director.
- 5 To elect Mr D G Cruickshank as a Director.
- 6 To re-elect Mr S M Watson as a Director.
- 7 To approve the Directors' Remuneration Report for the year ended 31 December 2003.
- 8 To re-appoint KPMG Audit Plc as auditors of the Company.
- 9 To authorise the Directors to fix the remuneration of the auditors.
- 10 To amend the rules of the T&F Informa plc Share Matching Plan (the "Plan") on the basis described in the enclosed letter from the Chairman and as set out in the marked up rules of the Plan made available for inspection.

16 June 2004

By Order of the Board

Jeff Thomasson

Company Secretary

Registered Office:

Mortimer House, 37-41 Mortimer Street, London W1T 3JH

Notes:

1. A member of the Company entitled to attend and vote at the above meeting is entitled to appoint one or more proxies to attend and vote on his behalf. A proxy need not be a member of the Company. A proxy is not entitled to speak at the meeting, except to demand a poll, and may only vote when a poll is taken.
2. A form of proxy must be executed by or on behalf of the shareholder making the appointment. A corporation may execute a form of proxy either under its common seal or under the hand of a duly authorised officer. A shareholder may appoint more than one proxy to attend on the same occasion.
3. A shareholder wishing to appoint a proxy should complete the accompanying form of proxy, which is pre-paid and addressed. To be valid, the proxy form must be received by Lloyds TSB Registrars at The Causeway, Worthing, West Sussex BN99 6ZL no later than 11.00 a.m. on 12 July 2004. If you prefer, you may send it in an envelope using the same FREEPOST address details.
4. Alternatively, a shareholder may register the appointment of a proxy electronically by logging on to the website of www.sharevote.co.uk. Full details of the procedure are given on that website. Electronic proxy appointments must be received by Lloyds TSB Registrars no later than 11.00 a.m. on 12 July 2004.
5. (a) CREST members who wish to appoint a proxy or proxies through the CREST electronic proxy appointment service may do so for the annual general meeting to be held on 14 July 2004 and any adjournment(s) thereof by using the procedures described in the CREST Manual. CREST Personal Members or other CREST sponsored members, and those CREST members who have appointed a voting service provider(s), should refer to their CREST sponsor or voting service provider(s), who will be able to take the appropriate action on their behalf.
(b) In order for a proxy appointment or instruction made using the CREST service to be valid, the appropriate CREST message (a "CREST Proxy Instruction") must be properly authenticated in accordance with CRESTCo's specifications and must contain the information required for such instructions, as described in the CREST Manual. The message, regardless of whether it constitutes the appointment of a proxy or to an amendment to the instruction given to a previously appointed proxy must, in order to be valid, be transmitted so as to be received by the issuer's agent (ID 7RA01) by the latest time(s) for receipt of proxy appointments specified in the notice of meeting. For this purpose, the time of receipt will be taken to be the time (as determined by the timestamp applied to the message by the CREST Applications Host) from which the issuer's agent is able to retrieve the message by enquiry to CREST in the manner prescribed by CREST. After this time any change of instructions to proxies appointed through CREST should be communicated to the appointee through other means.
(c) CREST members and, where applicable, their CREST sponsors or voting service providers should note that CRESTCo does not make available special procedures in CREST for any particular messages. Normal system timings and limitations will therefore apply in relation to the input of CREST Proxy Instructions. It is the responsibility of the CREST member concerned to take (or, if the CREST member is a CREST personal member or sponsored member or has appointed a voting service provider(s), to procure that his CREST sponsor or voting service provider(s) take(s)) such action as shall be necessary to ensure that a message is transmitted by means of the CREST system by any particular time. In this connection, CREST members and, where applicable, their CREST sponsors or voting service providers are referred, in particular, to those sections of the CREST Manual concerning practical limitations of the CREST system and timings.
(d) The Company may treat as invalid a CREST Proxy Instruction in the circumstances set out in Regulation 35(5)(a) of the Uncertificated Securities Regulations 2001.
6. Shareholders who return a form of proxy or register the appointment of a proxy electronically will still be able to attend the meeting and vote in person if they so wish.
7. Pursuant to Regulation 41 of the Uncertificated Securities Regulations 2001, the Company gives notice that the time by which a person must be entered on the register in order to attend or vote at the meeting or adjourned meeting (and for calculating the number of votes such a person may cast) is 6.00 p.m. on the date which is two days prior to the meeting or adjourned meeting. Changes to entries on the register of securities after the relevant time will be disregarded in determining the rights of any person to attend or vote (and the number of votes they may cast) at the meeting or adjourned meeting.

EXPLANATORY NOTES ON THE RESOLUTIONS TO THE NOTICE OF ANNUAL GENERAL MEETING

Resolution 1: Report and Accounts

The Directors must present to shareholders at the AGM the Directors' Report and Audited Accounts and the Auditors' Report for the year ended 31 December 2003.

Resolutions 2 to 6: Election and re-election of Directors

Article 59 of the Company's Articles of Association states that any Director who has been appointed by the Company's Directors since the previous annual general meeting or who has held office for more than 30 months since he was last re-elected by the Company in general meeting must retire from office but shall be eligible for re-election.

Mr D J Smith, Mr A M Foye, Mr D Mapp and Mr D G Cruickshank were appointed as Directors of the Company on 10 May 2004 following completion of the merger of the Company with Taylor & Francis Group plc. Mr S M Watson was appointed a Director in May 2000 and re-appointed at the AGM held on 23 May 2001.

Short biographical details of all Directors seeking election or re-election are set out on page 4 of this document.

Resolution 7: Directors' Remuneration Report

The Company is required by law to seek shareholder approval at the AGM for the Directors' Remuneration Report for the previous financial year. The Directors' Remuneration Report is set out in the Annual Report for the year ended 31 December 2003.

Resolution 8: Re-Appointment of Auditors

This resolution proposes the re-appointment of KPMG Audit Plc as auditors.

Resolution 9: Auditors' Remuneration

This resolution authorises the Directors to fix the remuneration of the auditors.

Resolution 10: Amendment of Share Matching Plan

This resolution proposes amendments to the Company's Share Matching Plan, details of which are set out in the enclosed letter from the Chairman.

Documents on Display

The following documents are available for inspection during normal business hours on any week day (Public Holidays excepted) at the Company's registered office and shall be available for inspection at least 15 minutes prior to and during the AGM at the offices of CMS Cameron McKenna, Mitre House, 160 Aldersgate Street, London EC1A 4DD:

- 1) the Register of Directors' (and their families') interests in the share capital of the Company;
- 2) the Directors' Remuneration Report;
- 3) copies of all Directors' Service Contracts; and
- 4) copies of all Non-Executive Directors' Letters of Appointment.

BIOGRAPHIES OF DIRECTORS SEEKING ELECTION OR RE-ELECTION

David John Smith (Age 54) - Chairman³

David Smith was appointed as Chief Executive of Taylor & Francis Group plc in April 2002. In the previous ten years he held senior management positions at the international publishing and information group Wolters Kluwer and was latterly Chief Executive of its European Education and Legal, Tax and Business divisions. David was appointed Chairman of the Company on 10 May 2004.

Anthony Martin Foye BA, ACA (Age 41) - Finance Director

Anthony Foye joined Taylor & Francis in 1987 as Group Chief Accountant after qualifying as a chartered accountant with Haines Watts. In 1994 he was appointed Finance Director of Taylor & Francis Group plc where he was responsible for the group's finance function. Anthony was appointed Finance Director of the Company on 10 May 2004.

Derek Mapp (Age 54) - Non-Executive Director¹²

Derek Mapp joined the board of Taylor & Francis Group plc as a Non-Executive Director in 1998. He was previously Executive Chairman of Leapfrog Day Nurseries Limited and is currently Chairman of the East Midlands Development Agency, as well as having a number of other private business interests. Derek was formerly Managing Director of Tom Cobleigh plc. He was appointed as a Non-Executive Director of the Company on 10 May 2004.

Don Cruickshank (Age 62) - Non-Executive Director¹²³

Don Cruickshank joined the board of Taylor & Francis as a Non-Executive Director and was appointed its Chairman on 1 March 2004. He was previously Chairman of the London Stock Exchange and is currently Chairman of SMG plc. Prior to this he held a number of senior positions including Director General of the Office of Telecommunications (OFTEL) as well as Managing Director roles at both Pearson Longman plc and Virgin Group plc. Don was appointed as a Non-Executive Director of the Company on 10 May 2004.

Sean Michael Watson (Age 56) - Non-Executive Director³

A Solicitor and Senior Corporate Finance Partner at CMS Cameron McKenna, Sean has extensive experience in all areas of corporate law. Sean was appointed as a Non-Executive Director of the Company in May 2000.

¹ Denotes member of Audit Committee

² Denotes member of Remuneration Committee

³ Denotes member of Nominations Committee