

# Investor Information

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## How to Invest

The company's wholly-owned subsidiary, SIT Savings Ltd, provides a number of low-cost, flexible investment products which enable investors to acquire SIT shares easily.

### STOCKPLAN

SIT's investment trust savings scheme is one of the most cost-effective available. There is no initial plan charge, other than stamp duty and dealing spread, and no annual charge. It costs just £11.95 to sell some or all of your holding. STOCKPLAN allows you to invest regularly (minimum investment £25 per month) and/or with a lump sum (minimum investment £250). There is no maximum investment limit and you can stop and restart investing at any time.

### STOCKPLAN: A Flying Start

SIT's investing for children plan is based on the STOCKPLAN scheme. It benefits from the same low charges and flexibility and can be opened in one of two ways: either as a designated plan or, more formally, as a bare trust. STOCKPLAN: A Flying Start enables family and friends to invest on behalf of a child to help build savings for the future.

### The SIT ISA

This is one of the lowest-charging investment trust company stocks and shares ISAs on offer. There is no initial plan charge, other than stamp duty and dealing spread, nor are there closure or selling charges. The annual management fee of 0.6% of the value of the investment is currently capped at £30 + VAT regardless of how much your SIT ISA investment grows or how many years' ISA allowances you have invested with SIT.

### The SIT ISA Transfer

SIT can accept the transfer of existing stocks and shares ISAs from other qualifying managers into The SIT ISA at any time without losing the ISAs' tax status. SIT can also accept the transfer of cash ISAs into The SIT ISA. This would turn the cash ISA being transferred into a stocks and shares ISA. SIT makes no charge for transfers in. However, the current ISA manager may charge for administering the transfer out.

### The SIT SIPP

This allows investment into SIT through a low-cost, flexible, self-invested personal pension. The wide choice of investments available, including SIT, enables you to tailor the investment combination in the SIPP to suit your particular needs and objectives – whether you are just starting to contribute to your pension or are approaching retirement. You can open a SIT SIPP even if you are already an active member of an employer's pension scheme or are contributing to other pension plans. You can also set up a SIT SIPP for a child or a non-earning spouse or partner.

In addition to these products, you can buy SIT shares directly on the stockmarket through a stockbroker. Your bank, lawyer, accountant or other professional adviser may also be able to help with this. SIT's registrar, Computershare Investor Services PLC, provides a sharedealing service which can be accessed on its website, [www.investorcentre.co.uk](http://www.investorcentre.co.uk) or by telephoning 0870 703 0195.

## Update on Tax-Efficient Investing

### ISAs

- The overall annual ISA investment limit is currently £11,520.
- Up to the full £11,520 can be invested in a stocks and shares ISA with one provider. Alternatively, up to £5,760 can be saved in a cash ISA with one provider; the remainder of the £11,520 can be invested in a stocks and shares ISA with either the same or another provider.
- The annual ISA investment limit is indexed annually in line with the Consumer Prices Index (CPI) for the September before the start of each new tax year.
- The annual ISA investment limit for the 2014/15 tax year is £11,880. Up to £5,940 may be placed in a cash ISA and the remainder can be invested in a stocks and shares ISA with either the same or another provider. Alternatively, the full £11,880 can be invested in a stocks and shares ISA with one provider.
- Transfers from previous years' cash ISAs into stocks and shares ISAs are permitted and do not count against the current year's investment.

## Contact Telephone Numbers

Full contact details for SIT's scheme administrators and SIT's registrar can be found in the Useful Addresses section on page 50.

### STOCKPLAN and ISA investors wishing to:

- give a change of address
- instruct a sale
- request a valuation
- make an investment using their debit card
- change the amount of their monthly investment
- obtain help with accessing their STOCKPLAN and ISA information online
- make general queries about their account or scheme

can contact the scheme administrator, Halifax Share Dealing Limited (HSDL), on: **0845 850 0181**.

SIT SIPP investors with questions about the administration of their SIPP, or any other pension-related enquiry, can contact the SIPP administrator, AJ Bell Management Limited, on: **08457 22 55 25**.

Shareholders who hold share certificates can contact the registrar, Computershare Investor Services PLC, on: **0870 703 0195**.

## Investor Information (continued)

### Dividends

The following dividends have been paid or proposed during 2013:

Dividends	Amount	XD date	Record date	Payment date
Final 2012	6.65p	2 January 2013	4 January 2013	4 February 2013
Interim 2013	4.80p	12 June 2013	14 June 2013	15 July 2013
Final 2013	6.80p	31 December 2013	3 January 2014	5 February 2014
Special 2013	1.80p	31 December 2013	3 January 2014	5 February 2014

### SIT STOCKPLAN and ISA schemes

The STOCKPLAN and ISA schemes provide automatic reinvestment of dividends. However, they also allow for dividends to be taken as income, if required. STOCKPLAN and ISA holders should contact the scheme administrator, HSDL, on 0845 850 0181 if they would like to change their dividend arrangements.

### Shareholders who hold share certificates

Conversely, for shareholders who hold share certificates (investors whose names are on SIT's share register and who are not in SIT's schemes) dividends are automatically paid as income. However, it is easy to arrange to have these dividends reinvested by joining SIT's Dividend Reinvestment Plan (DRIP). Details are available from Computershare Investor Services, SIT's registrar, on 0870 703 0195, or from the investor relations section on SIT's website, [www.sit.co.uk](http://www.sit.co.uk)

### Monitoring Your Investment

SIT's share price, together with performance information and product details, can be found on SIT's website, [www.sit.co.uk](http://www.sit.co.uk)

A number of financial websites, such as the FT, [www.ft.com](http://www.ft.com) and the London Stock Exchange, [www.londonstockexchange.com](http://www.londonstockexchange.com) carry share price information. In addition, the share price is published daily in most quality newspapers.

SIT publishes a daily NAV and a monthly factsheet on its website. An interim report is issued in June of each year and the annual report is distributed to all investors in late December.

STOCKPLAN, STOCKPLAN: A Flying Start and ISA investors receive twice yearly statements of their holdings and SIT's investor newsletter is issued twice yearly.

### Accessing Your Account Online

ISA, STOCKPLAN and STOCKPLAN: A Flying Start designated scheme investors

The above scheme investors may view their accounts online by registering with [halifaxsharedealing-online](http://halifaxsharedealing-online). This can be accessed through the links in the various product sections on SIT's website, [www.sit.co.uk](http://www.sit.co.uk) or by visiting [www.halifaxsharedealing.co.uk/online](http://www.halifaxsharedealing.co.uk/online)

Please note, you will need your Share Dealing Personal Reference Number (PRN) to access this service. If you do not have this, please contact SIT's scheme administrator, HSDL, on 0845 850 0181.

### SIPP investors

SIPP investors can set up monthly payments, buy and sell shares and access their account online, by visiting [www.halifaxsharedealing.co.uk/online](http://www.halifaxsharedealing.co.uk/online)

### Shareholders who hold share certificates

Investors who hold share certificates can check their holdings by registering on SIT's registrar's website, [www.investorcentre.co.uk](http://www.investorcentre.co.uk) or through the link in the investor relations section on SIT's website, [www.sit.co.uk](http://www.sit.co.uk) Please note that to access this facility, investors will need to quote the shareholder reference number shown on their share certificate.

By registering for the Investors' Centre facility on Computershare's website, investors can also view details of all their holdings for which Computershare is registrar, as well as access additional facilities and documentation.

Please see [www.investorcentre.co.uk](http://www.investorcentre.co.uk) for further information.

### Electronic Communications

#### Shareholders who hold share certificates

If you hold share certificates (i.e. you are not in the STOCKPLAN, ISA or SIPP schemes, nor in a broker's nominee), you may choose to receive SIT's interim and annual reports and other shareholder communications electronically instead of in paper form. To register, simply visit the link in the investor relations section on SIT's website, [www.sit.co.uk](http://www.sit.co.uk) and provide your email details. You will then be advised by email when an electronic communication is available to be accessed.

### Shareholders' Meetings

#### Shareholders who hold share certificates

Investors who hold share certificates are entitled to attend and vote at the AGM and other general meetings. Notices of meetings and proxy cards are sent to their registered addresses.

#### STOCKPLAN, STOCKPLAN: A Flying Start, ISA, and SIPP investors who invest in SIT

STOCKPLAN, STOCKPLAN: A Flying Start, ISA, and SIPP investors who invest in SIT are entitled to attend the AGM and other general meetings and vote by completing and returning the form of direction enclosed with this report.

The AGM will be held at the Royal College of Physicians of Edinburgh, 9 Queen Street, Edinburgh EH2 1JQ, on 31 January 2014 at 10.30am.

## Investor Information (continued)

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### Electronic Voting

#### Shareholders who hold share certificates

Shareholders who hold share certificates are able to submit proxy votes electronically for the AGM. Please follow the instructions on your proxy card.

### Personal Taxation

#### Income Tax

Currently, all UK dividends are paid to shareholders net of a tax credit of 10%. Non-tax payers cannot reclaim the tax credit.

Non-ISA shareholders liable to higher rates of tax will be assessed for any additional tax through their annual tax return.

#### Capital Gains Tax (CGT)

When investors sell all or part of their holdings, they may be liable to CGT. Currently, the first £10,900 per annum of such gains from all sources is exempt.

For investors who acquired shares prior to 31 March 1982, the cost for CGT purposes may be based on the price on that date of 41.472p.

Investors who are in any doubt as to their liability for CGT should seek professional advice.

ISA investments remain exempt from CGT.

Please remember that we are unable to offer individual investment or tax advice. If you require such advice, you should consult your professional adviser.

STOCKPLAN, STOCKPLAN: A Flying Start and The SIT ISA are provided by SIT Savings Limited which is authorised and regulated by the Financial Conduct Authority (FCA), 25 The North Colonnade, Canary Wharf, London E14 5HS.

### Risk Warning

Past performance may not be repeated and is not a guide to future performance. The value of shares and the income from them can go down as well as up as a result of market and currency fluctuations. You may not get back the amount you invest. The Scottish Investment Trust PLC has a long-term policy of borrowing money to invest in equities in the expectation that this will improve returns but should stockmarkets fall, such borrowings would magnify losses on these investments. SIT can buy back and cancel its own shares. All other things being equal, this would have the effect of increasing gearing. Investment in SIT is intended as a long-term investment. Tax rates and reliefs can change in the future and the value of any tax advantages will depend on personal circumstances.

### Investor Relations and Compliance Manager

Alan Jamieson

### Marketing Manager – SIT Savings Ltd

Sherry-Ann Sweeting

# Notice of Meeting

Notice is hereby given that the one hundred and twenty-sixth annual general meeting of The Scottish Investment Trust PLC will be held at The Royal College of Physicians of Edinburgh, 9 Queen Street, Edinburgh EH2 1JQ, on 31 January 2014 at 10.30am, for the purpose of transacting the following:

1. To receive and consider the directors' report and statement of accounts for the year to 31 October 2013.
2. To approve the directors' remuneration policy.
3. To approve the directors' remuneration report for the year to 31 October 2013.
4. To declare a final dividend of 6.80p per share.
5. To declare a special dividend of 1.80p per share.
6. To re-elect Mr Douglas McDougall as a director.
7. To re-elect Mr Hamish Buchan as a director.
8. To re-elect Mr James MacLeod as a director.
9. To re-elect Mr Russell Napier as a director.
10. To elect Mr James Will as a director.
11. To re-appoint Deloitte LLP as auditor and to authorise the directors to fix their remuneration.
12. To authorise the company, in accordance with section 701 of the Companies Act 2006 (the 'Act') and in substitution for any pre-existing such authority, to make market purchases (within the meaning of section 693 of the Act) of shares of 25p each for cancellation, provided that:
  - a) the maximum number of shares hereby authorised to be purchased shall be 16,478,495 or, if less, 14.99% of the aggregate issued shares on the date this resolution is passed;
  - b) the minimum price which may be paid for a share shall be 25p;
  - c) the maximum price (exclusive of expenses) which may be paid for a share shall be the higher of:
    - (i) 105% of the average of the middle market quotations (as derived from the Daily Official List of the London Stock Exchange) for the five business days immediately preceding the date of purchase; and
    - (ii) the higher of the price of the last independent trade and the highest current independent bid on the trading venue where the purchase is carried out;
  - d) unless previously varied, revoked or renewed, the authority hereby conferred shall expire on 30 April 2015, save that the company may, prior to such expiry, enter into a contract to purchase shares under such authority which will or might be executed wholly or partly after the expiration of such authority and may make a purchase of shares pursuant to any such contract.

All resolutions are ordinary resolutions except number 12 which is a special resolution.



Steven Hay  
Company Secretary  
12 December 2013

Map showing location of AGM venue



### Notes

Arrangements have been made to enable all investors to attend, speak and vote at the annual general meeting.

Registered shareholders whose names appear on the company's register of members no later than 48 hours (excluding non-working days) prior to the commencement of the AGM or any adjourned meeting shall be entitled to attend, speak and vote or be represented at the meeting in respect of the shares registered in their name at that time. Changes to the register of members after the relevant deadline shall be disregarded in determining the rights of any person to attend and vote at the meeting.

A member entitled to attend, speak and vote at the meeting is entitled to appoint one or more proxies to attend, speak and vote on his or her behalf. If a shareholder wishes to appoint more than one proxy, each proxy must be appointed to exercise rights attaching to a different share (or shares) held by the shareholder. A proxy need not be a member of the company but must attend the AGM to represent the relevant shareholder. Shareholders may not use any electronic address provided either in this notice or any related documents, including the proxy form, to communicate with the company for any purpose other than those expressly stated.

A proxy may only be appointed using the procedure set out in these notes and the notes to the proxy form. Proxy forms and the original or duly certified copy of the power of attorney or other authority, if any, under which it is signed or authenticated, must be lodged with the company's registrar not less than 48 hours (excluding non-working days) before the meeting or, in the case of a poll taken more than 48 hours after it was demanded, not less than 24 hours, excluding non-working days, before the time appointed for the taking of the poll. Completion of the proxy form will not prevent a member from attending the meeting and voting in person.

CREST members who wish to appoint a proxy or proxies through the CREST electronic proxy appointment service may do so by using the procedures described in the CREST Manual and by logging on to the website [www.euroclear.com/CREST](http://www.euroclear.com/CREST). CREST personal members or other CREST sponsored members and those CREST members who have appointed a voting service provider, should refer to their CREST sponsor or voting service provider who will be able to take the appropriate action on their behalf.

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 Euroclear UK and Ireland Limited's specifications, and must contain the information required for such instruction, as described in the CREST manual. The message, regardless of whether it constitutes the appointment of a proxy or is 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 company's registrar (Computershare Investor Services PLC) (CREST ID number 3RA50) no later than 48 hours (excluding non-working days) before the time of the meeting or any adjournment. For this

purpose, the time of receipt will be taken to be the time (as determined by the time stamp applied to the message by the CREST Application Host) from which the company's registrar 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 by other means.

CREST members and, where applicable, their CREST sponsors or voting service provider(s) should note that Euroclear UK and Ireland Limited does not make available special procedures in CREST for any particular message. 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 system providers are referred, in particular, to those sections of the CREST Manual concerning practical limitations of the CREST system and timings.

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.

Any person holding 3% or more of the total voting rights in the company who appoints a person other than the chairman as his proxy will need to ensure that both he and such third party comply with their respective disclosure obligations under the Disclosure and Transparency Rules. On 12 December 2013, the company's issued share capital comprised 109,929,926 shares (none of which is held in treasury). Each share carries the right to one vote at a general meeting of the company. Accordingly, as at 12 December 2013, the total number of voting rights exercisable at the meeting was 109,929,926.

Shareholders may require the company to publish, on its website, without payment, a statement, which is also passed to the auditor, setting out any matter relating to the audit of the company's accounts, including the auditor's report and the conduct of the audit, which they intend to raise at the meeting. The company will be required to do so once it has received such requests from either (i) members representing at least 5% of the total voting rights of the company or (ii) at least 100 members who have rights to vote and hold shares in the company on which there has been paid up an average sum per member of at least £100. Such requests must be made in writing and must state the member's full name and address and be sent to the company's registered office at 6 Albyn Place, Edinburgh, EH2 4NL. The company may not require the members requesting any such website publication to pay its expenses in complying with sections 527 or 528 of the Companies Act 2006.

## Notice of Meeting (continued)

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Further information regarding the meeting including the information required by section 311A of the Companies Act 2006 is available from [www.sit.co.uk](http://www.sit.co.uk)

Under section 319A of the Companies Act 2006, the company must answer any question relating to the business being dealt with at the meeting put by a member attending the meeting unless:

- a) answering the question would interfere unduly with the preparation for the meeting or involve the disclosure of confidential information;
- b) the answer has already been given on a website in the form of an answer to a question; or
- c) it is undesirable in the interests of the company or the good order of the meeting that the question be answered.

The directors' letters of appointment are available for inspection at the registered office of the company during normal business hours on any weekday. The register of directors' interests maintained by the company together with copies of directors' appointment letters will be available at the place of the annual general meeting from 15 minutes prior to the commencement of the annual general meeting until the conclusion thereof. No director has any service contract with the company.

STOCKPLAN, STOCKPLAN: A Flying Start, ISA and SIPP investors who invest in SIT are welcome to attend and may vote by completing the Form of Direction enclosed with this report. This must be returned to the company's registrar no later than 10.30 am on 24 January 2014. Other investors whose holdings are in nominee names and who wish to attend and vote are advised to contact their nominee before 24 January 2014.

The final dividend, if approved, will be paid on 5 February 2014 to shareholders registered at the close of business on 3 January 2014.

This report was sent to the address at present registered for communications. Any change of address should be notified to the company's registrar or the savings scheme administrator as appropriate.

# Financial Calendar 2014

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## Dividend and Interest Payments

Final and special for the financial year to 31 October 2013	5 February 2014
Interim	July
Secured bonds	17 April, 17 October
Perpetual debenture stock	30 April, 31 October

## Announcement of Results

NAV	Daily
Interim Management Statement	February, August
Interim figures	May
Preliminary final figures	November
Annual Report & Accounts	December
Annual General Meeting (AGM)	31 January 2014

## Useful Addresses

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### Registered Office

6 Albyn Place  
Edinburgh EH2 4NL  
Registered no. SCO 01651

Telephone: 0131 225 7781  
Website: [www.sit.co.uk](http://www.sit.co.uk)  
Email: [info@sit.co.uk](mailto:info@sit.co.uk)

### Auditor

Deloitte LLP  
Saltire Court  
20 Castle Terrace  
Edinburgh EH1 2DB

### Bankers

The Royal Bank of Scotland plc  
Brown Brothers Harriman & Co

### Actuaries

Punter Southall & Co  
7 Castle Street  
Edinburgh EH2 3AH

### The Association of Investment Companies

SIT is a member of The Association of Investment Companies (AIC) which publishes a number of useful fact sheets and email updates for investors interested in investment trust companies.

The AIC  
9th Floor  
24 Chiswell Street  
London EC1Y 4YY

Telephone: 020 7282 5555  
Website: [www.theaic.co.uk](http://www.theaic.co.uk)

For valuations and other details of your investment or to notify a change of address please contact the following:

### Shareholders who hold share certificates:

Computershare Investor Services PLC  
The Pavilions  
Bridgwater Road  
Bristol BS99 6ZZ

Helpline: 0870 703 0195  
Website: [www.investorcentre.co.uk](http://www.investorcentre.co.uk)

### STOCKPLAN, STOCKPLAN: A Flying Start and The SIT ISA investors:

SIT Schemes  
Halifax Share Dealing Limited  
Lovell Park Road  
Leeds LS1 1NS

Helpline: 0845 850 0181  
Website: [www.halifaxsharedealing.co.uk/online](http://www.halifaxsharedealing.co.uk/online)

### The SIT SIPP investors:

If you have any specific questions about the administration of your SIT SIPP or any other pension-related enquiries, please contact the SIPP Administrator, AJ Bell Management Limited:

### The SIT SIPP

Halifax Share Dealing SIPP Administration Team  
AJ Bell Management Limited  
Trafford House  
Chester Road  
Manchester M32 0RS

Helpline: 08457 22 55 25







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