

An overview of our all employee share plans

REWARDS SHARE PLAN


We want you to feel invested in our business and our share plans give you an opportunity to own a share of our unique company. Whilst this is great, we appreciate it can be a bit of a technical minefield, with a variety of plans in place and some confusing terminology. So, we thought we'd create this high-level overview to help.

 You can view any share plans and or shares you hold in a Vested Share Account ("VSA") at anytime on Shareworks. Search for "Shareplan" on Genie, or download the Shareworks app from Google Play or your Apple Store.

Just remember: This booklet does not constitute / should not be taken as financial advice. The CCEP share value may go down as well as up based on business performance, wider market conditions, demand on the stock market and other external factors beyond CCEP's control. Past performance is not a guide to what the future performance will be, so you should invest no more than you can afford. If there is any conflict or inconsistency between the Rules of the Plan and this document or any other information provided by us, the Rules of the Plan will overrule any other document. The legal Rules that govern our Share Plan are available to view on Shareworks.

	UK Shareplan (new)	UK Shareplan (old)	UK Shareshop (new)	UK Shareshop (old)	Vested Share Account "VSA"
What is it?	<p>This share plan was launched in October 2019.</p> <p>You can invest an amount between £10-£150 per month (£1,800 per year) and CCEP will give you a Matching Share for every share you buy (up to £1,500 per year).</p>	<p>This share plan was closed on 1 October 2019 - it was replaced with the 'UK Shareplan (new)'.</p> <p>If you hold shares in this plan, we'll contact you once a year about removing any shares which have become free of income tax.</p> <p>You'll have two options:</p> <ol style="list-style-type: none"> 1. The default option: Your income tax-free shares will be moved into a Vested Share Account ("VSA") with Shareworks. 2. Login to Shareworks and transact - either sell or transfer your shares to a personal brokerage account. <p>You can also choose to remove any shares you may have in this account during the year if you wish to.</p>	<p>The UK Shareshop (new) allows you to purchase, hold and trade CCEP shares easily - for example, if you've reached the purchase limits that apply to the UK Shareplan (new).</p> <p>UK Shareshop is quite simply an account that allows you to buy and sell CCEP shares.</p> <p>A £25 minimum applies to any purchase made, and there is no limit to the amount of investment, although for regular investments these cannot exceed your net pay.</p>	<p>The UK Shareshop (old) was closed on 1 October 2019, and replaced with the UK Shareshop (new).</p>	<p>A VSA is automatically created by Shareworks for employees who participate in CCEP Long-Term Incentive ("LTI") programme or UK Shareplan (old) shares vesting (becoming available free of income tax and NICs).</p> <p>It's a convenient and easy way to hold vested shares.</p> <p>A VSA is automatically created by Shareworks for employees who participate in the CCEP Long-Term Incentive ("LTI") programme or the UK Shareplan (old) to hold vested shares (shares which are available free of income tax and NICs and which can no longer be held in the old Share Plan Trust).</p>

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How do I invest? (also known as "Contribute")	<p>To join, eligible employees just need to register for an account with Shareworks and once that's sorted, you can login and "Enrol" from the "My Portfolio" page.</p> <p>You can change your contribution level on Shareworks at any time. If you enrol or submit a change to your investment amount by 22nd of the month, your investment amount will be deducted from the following month's pay (before Income Tax and NICs have been deducted).</p>	<p>You can no longer invest in this share plan.</p>	<p>To join eligible employees just need to register for an account with Shareworks and once that's sorted, you can login and "Enrol" from the "My Portfolio" page. If you already participate in UK Shareplan (new) then you just need to login to your account and "Enrol" from the "My Portfolio" page.</p> <p>You can invest in CCEP shares direct from your salary, after Income Tax and NICs have been deducted.</p>	<p>You can no longer buy CCEP shares via the UK Shareshop (old).</p>	<p>Not applicable.</p> <p>When shares under the UK Shareplan (old) become tax free (5 years for Partnership and Matching Shares and 3 years for Dividend Shares), we'll contact you (usually in December). Your shares will be automatically transferred into the VSA, unless you choose instead to sell your shares or have them transferred to your own personal broker account.</p>
Do I receive dividends in cash or shares?	<p>Dividends will be used to buy additional shares "Dividend Shares" which are then held within our Share Plan trust for you.</p>	<p>Dividends are delivered in cash only.</p> <p>You will see a cash sum in your UK Shareplan (old) account when you view your Portfolio on Shareworks. You can "Transact" and withdraw this cash sum into a UK bank account via BACS at any time.</p>	<p>You can choose whether to receive Dividends in cash or use them to buy more shares (known as "dividend reinvestment"), but by default any cash dividends are automatically converted into shares.</p> <p>Any cash dividends will appear as "Cash" on your Shareworks Portfolio and you can withdraw this cash sum into a UK bank account via BACS at anytime.</p> <p>Participants electing to receive cash dividends from these plans will be required to enter their bank account details on Shareworks. Cash dividends will be automatically paid over to you once issued.</p> <p>To change your "dividend delivery" selection, in your Shareworks account, go to your Name (top right) and select View Profile > Manage Dividend Delivery Election.</p>		
Do I need to hold the shares for a certain amount of time?	<p>Partnership Shares These are the shares you purchase with your gross salary - you can take these shares out of the Shareplan at any time. However, there may be tax to pay. Hold for five years for maximum tax-efficiency.</p> <p>Matching Shares Matching Shares are lost if you sell or transfer your Partnership Shares within 12 months of acquiring them. Hold for five years for maximum tax-efficiency.</p> <p>Dividend Shares You can take these shares out of the Shareplan at any time. However, there may be tax to pay. Hold for three years for maximum tax-efficiency.</p> <p>There are some exceptions to holding requirements for Matching and Dividend shares, so check out the table on Page 12 of the Shareplan FAQs for further details.</p>	<p>Partnership Shares You can take these shares out of the Shareplan at any time. However, there may be tax to pay.</p> <p>Matching Shares Hold for five years for maximum tax-efficiency.</p> <p>Dividend Shares You can take these shares out of the Shareplan at any time. However, there may be tax to pay. Hold for three years for maximum tax-efficiency.</p> <p>There are some exceptions to holding requirements for Matching and Dividend shares, so check out the table on page 12 of the Shareplan FAQs for further details.</p>	<p>None - you can sell or transfer your shares as you wish.</p>		

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When and how can I sell or transfer my shares (also known as "transact")	<p>Employees Shares marked as "Available" means you've reached the minimum holding period and can sell or transfer your shares.</p> <p>Partnership Shares will always show as "Available", but Matching Shares held for less than 5 years and Dividends shares held for less than 3 years will show as "Unavailable".</p> <p>Refer to the details on Page 11 and the table on Page 12 of the Shareplan FAQs for details on tax treatment.</p> <p>Leavers Depending on your reason for leaving and how long you've held shares for will determine which become 'Available' to you.</p> <p>All 'Available' shares need to be either sold or transferred so your Share Plan account can be closed. You have 60 days to complete this action before your shares are automatically sold on the next bulk trade day (see below).</p> <p>Some Matching Shares may be lost and there may be tax to pay. There are some exceptions to this, so check out the table on Page 12 of the Shareplan FAQs for further details on holding periods and tax.</p> <p>See page 14 of the Shareplan FAQs for details on transferring your shares.</p>	<p>As per the UK Shareplan (new) set out to the left, for Employees and Leavers.</p> <p>By default, whilst you are an employee, shares which have become free of income tax will be removed from this plan and moved into your VSA annually. You should refer to the annual communication to UK Shareplan (old) participants for more details.</p> <p>You should note that once shares leave the Plan, you may be liable to pay Capital Gains Tax "CGT" on any gain in the event you sell or transfer in the future.</p>	<p>These shares will always show as "Available".</p> <p>Any profit you make when you sell your shares may be subject to Capital Gains Tax "CGT". Refer to the details on Page 11 and the table on Page 12 of the Shareplan FAQs for details on tax treatment.</p> <div style="border: 1px solid #800080; border-radius: 15px; padding: 10px; background-color: #e6e6fa;"> <p> By default your shareholdings are displayed in USD, to change to GBP, in your Shareworks account, select "Portfolio" then scroll down to "Holdings" and choose Display Currency > "British Pounds Sterling" from the drop-down.</p> </div> <p>Leavers All UK Shareshop (new) and (old) shares need to be either sold or transferred so your account can be closed. You have 60 days to complete this action before your shares are automatically sold on the next bulk trade day (see below). This does not apply to shares in the VSA.</p>		
Fees	<p>No fee to trade on the bulk trade day (11th of each month or the next working day).</p> <p>Fees apply when you choose to sell shares immediately in "real time" of 0.30% subject to a minimum of US\$19.95.</p> <p>If you wish to transfer shares (to your own broker account for example), there is a US\$35 charge.</p> <p>No fees to transfer cash out of Shareworks via BACs in the UK.</p> <p>Because CCEP is a US listed stock, an additional small supplementary transaction fee will also be charged. This is a fee charged by the US Securities Exchange Commission.</p>	<p>No fees apply when default option to move shares into the VSA is applied.</p> <p>No fee to trade on the bulk trade day (11th of each month or the next working day).</p> <p>Fees apply when you choose to sell shares immediately in "real time" of 0.30% subject to a minimum of US\$19.95.</p> <p>No fees to transfer cash out of Shareworks via BACs in the UK.</p> <p>Because CCEP is a US listed stock, an additional small supplementary transaction fee will also be charged. This is a fee charged by the US Securities Exchange Commission.</p>	<p>Fees apply when you choose to sell shares immediately in "real time" of 0.30% subject to a minimum of US\$19.95.</p> <p>Shares in Shareshop or the VSA are administered and held in US\$, so any proceeds are held in US\$ too. If you wish to transfer cash proceeds to your personal account (US\$ to local currency) via BACs a US\$20 fee applies. An international wire transfer costs US\$35.</p> <p>If you wish to transfer shares, there is a US\$35 charge.</p> <p>Because CCEP is a US listed stock, an additional small supplementary transaction fee will also be charged. This is a fee charged by the US Securities Exchange Commission.</p> <p>Please note that if you hold shares under our UK Shareplan (old) (before October 2019), HMRC requires that we move these shares out of the UK Shareplan (old) once you've owned them for 5 years if they are Partnership or Matching Shares, 3 years if they are Dividend Shares.</p> <p>Any profit made on the sale of shares after they leave any of these share plans may be subject to CGT - depending on the availability of your annual CGT exemption. For details of your CGT allowance see https://www.gov.uk/capital-gains-tax/allowances</p>		