



## Notification of Availability of Investor Materials

Dear Investor:

Please find attached your form of voting instruction form for

**Thermal Energy International Inc.**

Annual General Meeting of Shareholders

Tuesday, November 19, 2019 at 10:00 a.m. (Ottawa, Ontario time)

Hilton Garden Inn Ottawa Airport - 2400 Alert Road, Ottawa, Ontario

The following matters will be reviewed and voted upon at this meeting

- Election of Directors, as detailed under the heading "Election of Directors" in the proxy circular
- Appointment of Auditors, as detailed under the heading "Appointment of Auditors" in the proxy circular
- Other business as may be properly brought before the meeting

Under recent changes to Canadian security rules, Canadian companies are no longer required to distribute physical copies of certain annual meeting related materials such as proxy circulars and annual financial statements to their investors. Instead, they may post electronic versions of such material on a website for investor review. This process, known as "notice-and-access", directly benefits the company through a substantial reduction in both postage and material costs and also helps the environment through a decrease in paper documents that are ultimately discarded.

Electronic copies of investor materials related to this meeting may therefore be found at and downloaded from [www.thermalenergy.com](http://www.thermalenergy.com).

You have a number of ways to vote your shares, and these are detailed on the voting instruction form included with this package. However you choose to vote, we must receive your vote by 10:00 a.m. (Eastern time) on November 15, 2019. We also strongly encourage you to first review the matters under discussion for the meeting as described in our proxy circular at [www.thermalenergy.com/2019-annual-meeting-materials.html](http://www.thermalenergy.com/2019-annual-meeting-materials.html).

Should you wish to receive paper copies of investor materials related to this meeting, or have any questions, please contact AST Trust Company (Canada) at the toll-free number 1-888-433-6443 within North America and Outside North America 1-416-682-3801, or by emailing [fulfilment@astfinancial.com](mailto:fulfilment@astfinancial.com) prior to November 1, 2019 and they will send them within three business days, giving you sufficient time to vote your proxy. Following the meeting the documents will remain available at the website listed above for a period of one year.