



November 28, 2016

To Our Valued Business Partners:

As the holidays approach, we would like to take this opportunity to thank you for your continued service to Hornbeck Offshore. We sincerely value the professional relationships we have with our business partners and feel it is important to maintain a proper and ethical atmosphere in all of our business dealings.

We value your great service above all else. Gifts to employees are not necessary; however, should you wish to extend a token of gratitude to an employee please be mindful of our gift giving policy and guidelines.

If you are ever unsure whether a gift is considered appropriate, you can visit www.hoscompliance.com to access our Ethics Helpline, Code of Conduct or to learn more about our policies and guidelines.

The following guidelines should be followed with respect to gifts and entertainment:

- Any gift that violates any law, regulation or Company policy is prohibited.
- Gifts that unduly influence or give the appearance of influencing business judgments are prohibited.
- Gifts should be of nominal cost and be able to withstand public scrutiny.
- Consider the appropriateness of the gift and how it compares in value to the customs of the local marketplace.
- Employees may not accept entertainment or travel expenses that are extravagant or lack a clear business purpose.

Like you, we believe in competing and winning business based on excellence and service. We look forward to continuing to work together on this basis.

Thank you for helping us to maintain our commitment to integrity and excellence and we wish your organization and its employees a safe and happy holiday season.

Sincerely,

Samuel A. Giberga,
Executive Vice-President, General Counsel
and Chief Compliance Officer
Hornbeck Offshore Services, Inc.