

Corporate Data

Ricoh Company, Ltd.

Corporate Headquarters

15-5, Minami-Aoyama 1-chome,
Minato-ku, Tokyo 107-8544, Japan
Tel: (81) 3-3479-3111
Fax: (81) 3-3403-1578

Date of Establishment

February 6, 1936

Number of Shares Authorized

993,000,000 shares

Number of Shares Issued (as of March 31, 2004)

744,912,078 shares

Stock Listings

Tokyo, Osaka, Nagoya, Fukuoka,
Sapporo, Amsterdam, Frankfurt, Paris

Independent Public Accountants

KPMG

Transfer Agent for Common Stock

The Chuo Mitsui Trust and Banking Co., Ltd.
33-1, Shiba 3-chome,
Minato-ku, Tokyo 105-8574, Japan

Depository and Agent for American Depositary Receipts

The Bank of New York
101 Barclay Street, 22 West
New York, NY 10286, U.S.A.
Tel: 212-815-2042
US toll free: 1-888-269-2377
Website: <http://www.bankofny.com/adr>

Listing in the Amsterdam Security Account System on Euronext Amsterdam

Nominee Amsterdam Stock Exchange

Depositaries and Agents for Global Bearer Certificates

Clearstream Banking Aktiengesellschaft
Commerzbank Aktiengesellschaft

Clearing House and Sponsoring Banks for Listing on Euronext Paris

Euroclear France
Crédit Lyonnais
Banque Nomura France

For further information and additional copies of our annual report and other publications, please write to the Public Relations Department at our corporate headquarters.