

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

1,000,000,000 shares

Number of Shares Issued (as of March 31, 1998)

691,546,422 shares

Stock Listings

Tokyo, Osaka, Nagoya, Fukuoka,
Sapporo, Hiroshima, Niigata, Kyoto,
Amsterdam, Frankfurt, Paris

Independent Public Accountants

Arthur Andersen

Transfer Agent for Common Stock

The Chuo Trust and Banking Co., Ltd.
7-1, Kyobashi 1-chome,
Chuo-ku, Tokyo 104-0031, 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
Home Page: <http://www.bankofny.com/adr>

Listing in the Amsterdam Security Account System on Amsterdam Stock Exchange Nominee Amsterdam Stock Exchange

Depositories and Agents for Global Bearer Certificates

Deutscher Kassenverein Aktiengesellschaft (DKV)
Commerzbank Aktiengesellschaft

Clearing House and Sponsoring Banks for Listing on

Bourse de Paris
Société Interprofessionnelle pour la Compensation
des Valeurs Mobilières (SICOVAM)
Crédit Lyonnais
Nomura France