

**Final Shareholder Voting Results  
(Extraordinary Report)**

**June 22, 2017**

**< Translation >**

**RICOH Company, Ltd.**

### Note for readers of this English translation

On June 22, 2017, Ricoh Company, Ltd. (the “Company”) filed its Japanese-language Extraordinary Report (*Rinji Houkokusho*) (the “Report”) with the Director-General of the Kanto Local Financial Bureau in Japan in connection with the Company’s shareholders’ voting results for proposals acted upon at the 117th Ordinary General Meeting of Shareholders held on June 16, 2017 pursuant to the Financial Instruments and Exchange Act of Japan. This document is an English translation of the Report in its entirety.

#### 1. [Reason for Filing]

As the following items were resolved at the 117th Ordinary General Meeting of Shareholders (the “Meeting”) of Ricoh Company, Ltd. (the “Company”) held on June 16, 2017, the Company hereby files this Extraordinary Report pursuant to the provisions of Article 24-5, Paragraph 4 of the Financial Instruments and Exchange Act and Article 19, Paragraph 2, Item 9-2 of the Cabinet Office Ordinance on Disclosure of Corporate Affairs, etc.

#### 2. [Content of the Report]

##### (1) Date of the General Meeting of Shareholders:

June 16, 2017

##### (2) Details of Items Resolved:

- Agenda 1: Appropriation of surplus
1. Year-end dividends
    - (1) Type of dividend assets  
Cash
    - (2) Matters concerning allocation of dividend assets and the total amount  
¥12.5 per common share of the Company  
(The year-end dividend is ¥12.5 per share; ordinary dividend of ¥7.5 and 80th commemorative dividend of ¥5.0)  
Total amount of dividends: ¥9,061,020,125
    - (3) Effective date of the surplus distribution  
June 19, 2017
  2. Other appropriation of surplus
    - (1) Item of surplus whose amount is to be increased and the amount thereof  
Retained earnings brought forward: ¥20,000,000,000
    - (2) Item of surplus whose amount is to be decreased and the amount thereof  
General reserve: ¥20,000,000,000
- Agenda 2: Election of two (2) Audit & Supervisory Board Members  
Election as Audit & Supervisory Board Member of the following two (2):  
Messrs. Hiroshi Osawa and Yo Ota
- Agenda 3: Payment of bonuses to Directors  
Bonuses amounting to ¥38 million are paid to the seven (7) Directors (excluding Outside Directors) who are at the office of Directors during the current fiscal year.

##### (3) The number of voting rights which represent either for, against or abstention on items resolved; requirements for the approval of the resolutions and their results:

###### 1) Total number of voting rights

Number of shareholders who were entitled to vote	66,464
Number of voting rights	7,241,124

2) Number of shareholders who have exercised their voting rights, etc.

Number of shareholders who have exercised their voting rights 21,478

Number of voting rights exercised 5,932,458

[Exercise ratio 81.92%]

\* Of the number of voting rights exercised for each agenda item, the minimum number of voting rights exercised (agenda item 1) is stated.

Items Resolved	Resolution Results					Total including status of exercise of total voting rights of shareholders in attendance [For reference]			
	Result	For (Number of voting rights)	Against (Number of voting rights)	Abstaining/ Invalid (Number of voting rights)	Ratio of Affirmative Votes (%)	For (Number of voting rights)	Against (Number of voting rights)	Abstaining/ Invalid (Number of voting rights)	Ratio of Affirmative Votes (%)
Agenda 1	Approved	5,893,990	17,625	155,897	99.35%	5,913,421	17,974	155,940	99.68%
Agenda 2									
1. Hiroshi Osawa	Approved	5,854,843	56,839	155,830	98.69%	5,874,498	56,936	155,901	99.02%
2. Yo Ota	Approved	5,866,679	45,005	155,828	98.89%	5,886,152	45,094	156,089	99.22%
Agenda 3	Approved	3,081,594	2,825,571	160,347	51.94%	3,100,190	2,826,670	160,475	52.26%

(Notes) 1. The requirements for each agenda item are as follows.

Agenda 1 and 3: Affirmatives by a simple majority of the voting rights held by the shareholders in attendance

Agenda 2 : Attendance of shareholders holding one-third of the voting rights owned by shareholders eligible for exercising their voting rights and affirmatives by a simple majority of the voting rights held by the shareholders in attendance.

2. The ratio of affirmative votes is calculated by designating the sum of the number of voting rights exercised by the previous day of the Meeting and the number of voting rights held by the shareholders in attendance at the Meeting as the denominator.
3. "Total including status of exercise of total voting rights of shareholders in attendance" is the results including the status of exercise of the total voting rights of shareholders in attendance that was confirmed by counting sheets collected at the venue exit on the day of the Meeting. Since the counting method used is different from that for votes in accordance with the Companies Act, such results are provided [for reference].

(4) Reason why a portion of the number of voting rights held by the shareholders in attendance at the General Meeting of Shareholders was not included in the number of voting rights:

Each agenda item has legitimately been resolved in accordance with the Companies Act, as the requirements for approval have been met based on the number of confirmed votes of approval or disapproval by counting the voting rights up to the day before the Meeting and those of the shareholders in attendance. Accordingly, of the shareholders in attendance, those voting rights for which approval, disapproval, or abstention was not confirmed were not added in (3) above.

Of the shareholders in attendance, the number of voting rights for which approval or disapproval was not confirmed was also added to the sum of the number of voting rights exercised, as the denominator, in calculation of the ratio of affirmative votes.