

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

June 26, 2020

<Translation>

RICOH Company, Ltd.

Document filing	Amended Report for the Extraordinary Report
Submitted with	Director-General of Kanto Local Financial Bureau
Filing date	September 29, 2020
Company	Ricoh Company, Ltd.
Name and title of representative	Yoshinori Yamashita, President and CEO
Headquarters address	3-6, Nakamagome 1-chome, Ohta-ku, Tokyo
Telephone number	03 (3777) 8111
Name of contact person	Hidetaka Matsuishi, CFO
Nearest place of contact	3-6, Nakamagome 1-chome, Ohta-ku, Tokyo
Telephone number	03 (3777) 8111
Name of contact person	Hidetaka Matsuishi, CFO
Place for public inspection	Tokyo Stock Exchange, Inc. 2-1 Nihombashi Kabutocho, Chuo-ku, Tokyo

1. Reason for Filing an Amended Report for the Extraordinary Report

Ricoh Company, Ltd. (the “Company”), on June 29, 2020, filed an Extraordinary Report concerning the resolutions adopted at the Company’s 120th Ordinary General Meeting of Shareholders (the “Meeting”) 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. After the filing, however, the Company’s shareholder registry administrator informed the Company of partial amendments to the results of the execution of voting rights, and accordingly, the content of the said Extraordinary Report was partially amended. Therefore, the Company hereby files this amended report for the Extraordinary Report pursuant to the provisions of Article 7, Paragraph 1 of the same Act, as applied mutatis mutandis pursuant to Article 24-5, Paragraph 5 of the same Act.

2. Amended section

2. Content of the Report

(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:

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

3. Amended parts

Amended parts are underlined.

(Before amendment)

(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:

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

Number of shareholders who have exercised their voting rights 14,525
 Number of voting rights exercised 6,089,654
 (Exercise ratio: 84.09%)

* 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 (reference)			
	Result	For (Number of voting rights)	Against (Number of voting rights)	<u>Abstaining/Invalid</u> (Number of voting rights)	Ratio of Affirmative Votes (%)	For (Number of voting rights)	Against (Number of voting rights)	<u>Abstaining/Invalid</u> (Number of voting rights)	Ratio of Affirmative Votes (%)
Agenda Item 1	Approved	<u>6,083,971</u>	4,777	11	99.91%	<u>6,084,353</u>	4,777	524	99.91%
Agenda Item 2									
1. Yoshinori Yamashita	Approved	<u>5,982,468</u>	106,302	11	98.24%	<u>5,982,850</u>	106,302	524	98.25%
2. Nobuo Inaba	Approved	<u>6,045,667</u>	37,682	5,431	99.28%	<u>6,046,049</u>	37,682	5,944	99.28%
3. Hidetaka Matsuishi	Approved	<u>6,057,286</u>	26,064	5,431	99.47%	<u>6,057,668</u>	26,064	5,944	99.47%
4. Seiji Sakata	Approved	<u>6,058,861</u>	24,490	5,431	99.49%	<u>6,059,243</u>	24,490	5,944	99.50%
5. Masami Iijima	Approved	<u>6,076,146</u>	12,628	11	99.78%	<u>6,076,528</u>	12,628	524	99.78%
6. Mutsuko Hatano	Approved	<u>6,079,689</u>	9,086	11	99.84%	<u>6,080,071</u>	9,086	524	99.84%
7. Kazuhiro Mori	Approved	<u>6,084,044</u>	4,731	11	99.91%	<u>6,084,426</u>	4,731	524	99.91%
8. Keisuke Yokoo	Approved	<u>6,005,797</u>	82,975	11	98.62%	<u>6,006,179</u>	82,975	524	98.63%

Agenda Item 3	Approved	6,054,614	25,168	8,988	99.42%	6,054,996	25,168	9,501	99.43%
Agenda Item 4									
1. Kazuhiro Tsuji	Approved	5,977,274	111,501	11	98.15%	5,977,656	111,501	524	98.16%
2. Shoji Kobayashi	Approved	5,906,550	182,224	11	96.99%	5,906,932	182,224	524	97.00%
3. Yasunobu Furukawa	Approved	5,906,404	182,370	11	96.99%	5,906,786	182,370	524	97.00%

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

- Agenda Item 1: A majority of voting rights held by shareholders in attendance
Agenda Item 2: Attendance by shareholders holding one-third of voting rights of shareholders entitled to exercise their voting rights and an affirmative by a majority of voting rights held by attending shareholders
Agenda Item 3: A majority of voting rights held by shareholders in attendance
Agenda Item 4: Attendance by shareholders holding one-third of voting rights of shareholders entitled to exercise their voting rights and an affirmative by a majority of voting rights held by attending shareholders

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].

(After amendment)

- (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:

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

Number of shareholders who have exercised their voting rights 14,558
Number of voting rights exercised 6,090,058
(Exercise ratio: 84.10%)

- * 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 (reference)			
	Result	For (Number of voting rights)	Against (Number of voting rights)	Abstaining (Number of voting rights)	Ratio of Affirmative Votes (%)	For (Number of voting rights)	Against (Number of voting rights)	Abstaining (Number of voting rights)	Ratio of Affirmative Votes (%)
Agenda Item 1	Approved	6,084,375	4,777	11	99.91%	6,084,757	4,777	524	99.91%
Agenda Item 2									
1. Yoshinori Yamashita	Approved	5,982,872	106,302	11	98.24%	5,983,254	106,302	524	98.25%
2. Nobuo Inaba	Approved	6,046,071	37,682	5,431	99.28%	6,046,453	37,682	5,944	99.28%
3. Hidetaka Matsuishi	Approved	6,057,690	26,064	5,431	99.47%	6,058,072	26,064	5,944	99.47%
4. Seiji Sakata	Approved	6,059,265	24,490	5,431	99.49%	6,059,647	24,490	5,944	99.50%
5. Masami Iijima	Approved	6,076,550	12,628	11	99.78%	6,076,932	12,628	524	99.78%
6. Mutsuko Hatano	Approved	6,080,093	9,086	11	99.84%	6,080,475	9,086	524	99.84%
7. Kazuhiro Mori	Approved	6,084,448	4,731	11	99.91%	6,084,830	4,731	524	99.91%
8. Keisuke Yokoo	Approved	6,006,201	82,975	11	98.62%	6,006,583	82,975	524	98.63%
Agenda Item 3	Approved	6,055,008	25,178	8,988	99.42%	6,055,390	25,178	9,501	99.43%

Agenda Item 4									
1. Kazuhiro Tsuji	Approved	<u>5,977,678</u>	111,501	11	98.15%	<u>5,978,060</u>	111,501	524	98.16%
2. Shoji Kobayashi	Approved	<u>5,906,954</u>	182,224	11	96.99%	<u>5,907,336</u>	182,224	524	97.00%
3. Yasunobu Furukawa	Approved	<u>5,906,808</u>	182,370	11	96.99%	<u>5,907,190</u>	182,370	524	97.00%

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

Agenda Item 1: A majority of voting rights held by shareholders in attendance

Agenda Item 2: Attendance by shareholders holding one-third of voting rights of shareholders entitled to exercise their voting rights and an affirmative by a majority of voting rights held by attending shareholders

Agenda Item 3: A majority of voting rights held by shareholders in attendance

Agenda Item 4: Attendance by shareholders holding one-third of voting rights of shareholders entitled to exercise their voting rights and an affirmative by a majority of voting rights held by attending shareholders

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].