

November 4, 2020

Company Name: Ricoh Company, Ltd.
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(Code Number: 7752 First Section of the Tokyo Stock
Exchange)
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**Notice Regarding Interim Dividend and Annual Dividend Forecast
for Fiscal Year Ending March 2021**

Ricoh Company Ltd. (referred to as “RicoH”) announced today that its Board of Directors determined the interim dividend as of the record date of September 30, 2020, and the annual dividend forecast as of the record date of March 31, 2021.

1. Details of Dividend (Interim Dividend)

	Amount Determined	Previous Dividend Forecast	Dividend Paid for the Fiscal Year Ended March 31, 2020
Record date	September 30, 2020	September 30, 2020	September 30, 2019
Dividend per share	7.50 yen	13.00 yen	13.00 yen
Total amount of dividend	5,436 million yen	—	9,423 million yen
Effective date	December 1, 2020	—	December 2, 2019
Source of dividends	Retained earnings	—	Retained earnings

2. Dividend Forecast

	Annual dividend				
	End of 1Q	End of 2Q	End of 3Q	Year-end	Total
	yen	yen	yen	yen	yen
Previous forecast	—	13.00	—	13.00	26.00
New forecast	—		—	7.50	15.00
Actual	—	7.50	—		
(Reference) Dividend for the previous fiscal year (Fiscal Year Ended March 2020)	—	13.00	—	13.00	26.00

3. Reason

We consider it important to expand shareholder returns through share price growth over the medium and long term and dividends stability from sustainable growth.

The total dividend forecast per share for the fiscal year ending March 31, 2021, will be changed from ¥26.00 to ¥15.00, in consideration of the earnings forecast revision due to the impact of COVID-19 being uncertain and protracted, the cash flow outlook based on investment and cash generation, and dividend stability.