

Dear Shareholders:

## Instructions for Attending Annual Meeting of Shareholders

Placing top priority on the prevention of the spread of COVID-19 at the Meeting, we will take the following measures in order to provide our shareholders with sufficient information and an opportunity to ask questions without having to attend the venue. We truly appreciate your understanding and cooperation.

### 1 Webcast of the Business Report

The webcast of the results of operations for FY2021 and the issues to be addressed will become available on our website on June 6, 2022.

### 2 Acceptance of questions regarding the meeting agenda (questions will be accepted from Tuesday, May 31, 2022)

We will accept your questions on the matters to be reported and acted upon on our website. We plan to respond to your questions as below, focusing on those that are of most interest to our shareholders.

- 1 Questions received by noon on June 15, 2022, will be posted on our website in the afternoon of June 17, 2022.
- 2 We will respond to the main questions received during the question acceptance period at the Meeting, and will post the responses on our website at a later date.

We kindly request our shareholders to view the materials and webcast that will be available on our website, exercise their voting rights via the internet or by mail, and refrain from attending the Meeting in person.

Furthermore, we will place top priority on the prevention of infection in operating the Meeting. To reduce the risk of infection on the day of the Meeting, the number of seats will be reduced due to increased spacing between the seats and the time of the proceedings will be shortened. We will also conduct temperature checks and wear masks. As such, please note that you may not be able to find a seat even if you come to the venue in person.

Information regarding meeting materials and submission of questions in advance

Please access the following URL or scan the 2D code on the right, or search the term “**Recruit meeting of shareholders**” on the web.

<https://recruit-holdings.com/en/ir/events/>

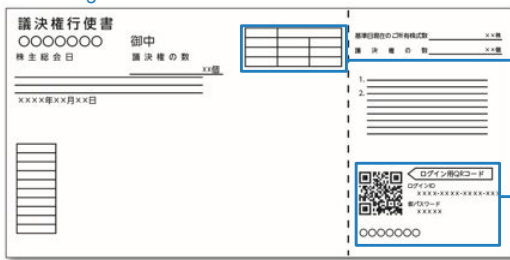


Please also refer to the summary of the shareholders' meetings held in FY2021 posted on the above website.

# Instructions for Exercising Voting Rights

Shareholders are kindly requested to exercise their voting rights for this Meeting in advance via the internet, smartphones, or by mail.

## The Voting Form



### 1) Exercise of voting rights by mail (in writing)

Please indicate your approval or disapproval of each proposal here.

- In case of approval: Please circle "approve"
- In case of disapproval: Please circle "disapprove"

If you plan to vote against one or more candidates listed in Proposals 1 and 2, please circle "approve" and state the candidate number(s) of the candidate(s) you plan to vote against in the parenthesis.

### 2) Exercise of voting rights via the internet

The 2D code, login ID and temporary password required for exercising voting rights via the internet are provided here.

### 3) Exercise of voting rights by attending the venue in person

Please submit the Voting Form at the venue reception.

## ▶ Exercise of voting rights via the internet

Deadline

5:30 p.m. on Monday, June 20, 2022

### Entering Login ID and Temporary Password

1 Please access the voting rights exercise website.

Voting rights exercise website:

<https://evote.tr.mufg.jp/>

Japanese only. We recommend to use an auto translation function of your browser.

2 Please enter the login ID and temporary password indicated on the bottom right of the Voting Form and click "Login."

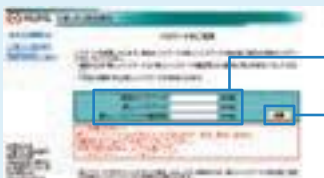


Enter the login ID and temporary password

Click "Login"

\* This is a screen image on a PC.

3 Please register a new password.



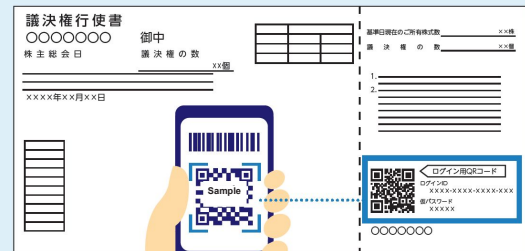
Enter the new password

Click "Send"

### Scanning the 2D Code

You can login to the voting rights exercise website without entering the login ID and temporary password indicated on the bottom right of the Voting Form.

1 Please scan the 2D code indicated on the right bottom of the Voting Form.



\* Depending on your smartphone model, you may not be able to login to the website via the 2D code.

You may login only once via the 2D code.

If you wish to exercise your voting rights again or exercise your voting rights without using the 2D code, please see "Entering Login ID and Temporary Password" on the left.

## Notes on exercise of voting rights via the internet

Please access the voting rights exercise website designated by Recruit Holdings to exercise your voting rights (<https://evote.tr.mufg.jp/>), and confirm the following points before you exercise them.

- The service will be suspended from 2 a.m. to 5 a.m. every day.
- You may be unable to exercise your voting rights using your PC or smartphone depending on your internet environment, such as when a firewall is used for the internet connection, when an antivirus software is installed, or when a proxy server is used.
- Voting via the internet will be accepted until 5:30 p.m. on Monday, June 20, 2022, but we kindly request you to exercise your voting rights at your earliest convenience. Please contact the help desk if you have any questions.
- Please note that shareholders are requested to change their temporary passwords on the voting rights exercise website in order to prevent unauthorized access ("spoofing") and falsification of votes by third parties other than shareholders.
- A new login ID and a temporary password will be provided each time a meeting of shareholders is convened.
- Handling of voting rights exercised multiple times
  - (1) If you vote more than once via the internet, we will treat only the most recent vote as valid.
  - (2) If you vote both in writing and via the internet, we will treat only the vote submitted via the internet as valid.
- Any fees arising from accessing the voting rights exercise website (internet connection fees, telecommunication charges, etc.) shall be borne by the shareholder.

To Institutional Investors

Recruit Holdings is a member of the electronic voting system platform operated by ICJ, Inc.

## ▶ Exercise of Voting Rights by Mail (in Writing)

Deadline

Monday, June 20, 2022, to reach us by 5:30 p.m.



Please indicate your approval or disapproval of the proposals on the enclosed Voting Form and return it to us so that it reaches us by the deadline.