

Note: This document has been translated from a part of the Japanese original for reference purposes only. In the event of any discrepancy between this translated document and the Japanese original, the original shall prevail.

Securities Code: 9658

June 3, 2022

To our shareholders:

Kazuhiro Komiya

President and CEO

Business Brain Showa-Ota Inc.

1-1-1 Nishishimbashi, Minato-ku, Tokyo

Notice of the 55th Annual General Meeting of Shareholders

We are pleased to inform you that the 55th Annual General Meeting of Shareholders of Business Brain Showa-Ota Inc. (the “Company”) will be held as explained below.

To prevent the spread of COVID-19, we strongly request that for this general meeting of shareholders, all shareholders exercise their voting rights in advance in writing (by mail) or via the Internet, etc. Regardless of your state of health, please refrain from coming to the venue on the day of the meeting and view the proceedings via Internet live stream. We also request that you examine the following reference documents for the general meeting of shareholders and exercise your voting rights by 5:30 p.m. on Wednesday, June 22, 2022 (JST).

- 1. Date and Time:** Thursday, June 23, 2022, at 10:00 a.m. (JST) (Reception desk will open at 9:30 a.m.)
- 2. Venue:** Conference Room, 15th floor, Hibiya Fort Tower
1-1-1 Nishishimbashi, Minato-ku, Tokyo
Please note that the number of seats at the venue will be limited due to measures to prevent the spread of COVID-19. Please note that there are cases when you may not be admitted to the meeting even if you come to the venue to attend the meeting in person.

3. Purpose of the Meeting

Matters to be reported:

1. Business Report, Consolidated Financial Statements, and Audit Reports of the Consolidated Financial Statements submitted by the financial auditor and Audit and Supervisory Committee for the 55th fiscal year (April 1, 2021 to March 31, 2022)
2. Non-consolidated Financial Statements for the 55th fiscal year (April 1, 2021 to March 31, 2022)

Matters to be resolved:

- Proposal No. 1** Partial Amendment to the Articles of Incorporation
- Proposal No. 2** Election of 10 Directors (Excluding Directors Who Are Audit and Supervisory Committee Members)
- Proposal No. 3** Election of Two Directors Who Are Audit and Supervisory Committee Members

4. How to Exercise Voting Rights

See How to Exercise Voting Rights on pages 3-4 (in Japanese only).

5. Online Disclosure

Of the documents that should be provided along with this notice, the Consolidated Statement of Changes in Equity, Notes to Consolidated Financial Statements, Non-consolidated Statement of Changes in Equity, and Notes to Non-consolidated Financial Statements have been omitted because they are posted on the Company’s website as stipulated by laws and regulations, and Article 16 of the Articles of Incorporation. Accordingly, the documents attached to this notice are part of the documents audited by the Audit and Supervisory Committee and financial auditor in preparing their audit reports.

If you attend the meeting in person, we request that you submit the enclosed voting rights exercise form to the reception desk.
If revisions are made to the reference documents for the general meeting of shareholders, Business Reports, Non-consolidated Financial Statements, or Consolidated Financial Statements, or changes are made to how the meeting will be held because of subsequent circumstances, this will be posted on the Company's website (in Japanese only).

Website: <https://www.bbs.co.jp/>