

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: 4481

Date of sending by postal mail: March 10, 2023

Start date of measures for electronic provision: March 7, 2023

To our shareholders:

Katsunari Nakayama,
Representative Director and President
BASE CO., LTD.
4-14-1, Sotokanda, Chiyoda-ku, Tokyo

Notice of the 26th Annual General Meeting of Shareholders

We are pleased to inform you that the 26th Annual General Meeting of Shareholders of BASE CO., LTD. (the “Company”) shall be held as follows.

When convening this general meeting of shareholders, the Company takes measures for providing information that constitutes the content of reference documents for the general meeting of shareholders, etc. (matters for which measures for providing information in electronic format are to be taken) in electronic format, and posts this information on the Company’s website. Please access the website by using the internet address shown below to review the information.

Company website: <https://www.basenet.co.jp> (in Japanese only)

(From the above website, select “Investor Relations,” “Stock Information,” and then “General Meeting of Shareholders.”)

In addition to posting matters subject to measures for electronic provision on the website listed above, the Company also posts this information on the website of Tokyo Stock Exchange, Inc. (TSE). Please check the information at the following URL.

TSE website (Listed Company Search):

<https://www2.jpx.co.jp/tseHpFront/JJK010010Action.do?Show=Show> (in Japanese only)

(Access the TSE website by using the internet address shown above, enter “BASE” in “Issue name (company name)” or the Company’s securities code “4481” in “Code,” and click “Search.” Then, click “Basic information” and select “Documents for public inspection/PR information.” Under “Filed information available for public inspection,” click “Click here for access” under “[Notice of General Shareholders Meeting /Informational Materials for a General Shareholders Meeting].”)

If you are unable to attend the meeting in person, you may exercise your voting rights via the internet, etc. or in writing. Please review the Reference Documents for the General Meeting of Shareholders (in Japanese only), and exercise your voting rights by 6:00 p.m., Wednesday, March 29, 2023 (JST).

[Exercise of voting rights via the internet, etc.]

Please access the dedicated website for exercising voting rights (<https://soukai.mizuho-tb.co.jp/>) (in Japanese only) and follow the guidance on the screen to enter your approval or disapproval for each proposal by 6:00 p.m., Wednesday, March 29, 2023 (JST).

When exercising your voting rights via the internet, please refer to “Guidance for exercising your voting rights via the internet, etc.” (in Japanese only).

[Exercise of voting rights in writing]

Please indicate your approval or disapproval for each proposal on the enclosed voting form and send it by postal mail to arrive at the Company no later than 6:00 p.m., Wednesday, March 29, 2023 (JST).

- 1. Date and Time:** Thursday, March 30, 2023 at 10:00 a.m. (JST)
- 2. Venue:** GALLERY NEXT-3, 4th Floor, Akihabara UDX
4-14-1, Sotokanda, Chiyoda-ku, Tokyo

3. Purpose of the Meeting:

Matters to be reported

1. Business Report and Consolidated Financial Statements, as well as audit results of Consolidated Financial Statements by the financial auditor and the Audit and Supervisory Committee for the 26th fiscal year (from January 1, 2022 to December 31, 2022)
2. Non-consolidated Financial Statements for the 26th fiscal year (from January 1, 2022 to December 31, 2022)

Matters to be resolved

Proposal No. 1: Election of Four Directors (Excluding Directors Who Are Audit and Supervisory Committee Members)

Proposal No. 2: Election of Three Directors Who Are Audit and Supervisory Committee Members

4. Matters Decided Upon Convocation

- (1) If neither approval nor disapproval of each proposal is indicated on the voting form used for exercising voting rights in writing, the Company will deem that you indicated your approval of the proposal.
- (2) If you exercise your voting rights multiple times via the internet, only the last exercise of the voting right shall be valid.
- (3) If you exercise your voting rights both via the internet and in writing, the exercise via the internet shall be valid, regardless of the arrival date and time.
- (4) If you exercise your voting rights by proxy, you may designate one other shareholder holding voting rights in the Company to attend the meeting. However, please note that it is necessary to submit a document evidencing the proxy's authority.
- (5) If you wish to make a diverse exercise of your voting rights, please notify the Company in writing of your intention of making a diverse exercise of your voting rights and the reasons therefor by three days prior to the Annual General Meeting of Shareholders.

-
- ◎ If you are attending the meeting, please submit the enclosed voting form to the reception.
 - ◎ If revisions to the matters subject to measures for electronic provision arise, a notice of the revisions and the details of the matters before and after the revisions will be posted on the Company's aforementioned website and the TSE website.
 - ◎ Following a revision of the Companies Act, in principle matters subject to measures for electronic provision should be confirmed by accessing the above websites, with paper-based documents being delivered only to shareholders who have submitted a request by the record date for the delivery of paper-based documents. However, for this general meeting of shareholders, we will send out paper-based documents stating the matters subject to measures for electronic provision uniformly to all shareholders, regardless of whether or not they have requested them. Please note that the following are excluded from the paper-based documents in accordance with the provisions of laws and regulations and Article 14 of the Company's Articles of Incorporation.
 - "Overview of System to Ensure the Properness of Operations and Operational Status of Such System" on the Business Report
 - "Consolidated Statement of Changes in Equity" and "Notes to Consolidated Financial Statements" in the Consolidated Financial Statements
 - "Non-consolidated Statement of Changes in Equity" and "Notes to Non-consolidated Financial Statements" in the Non-consolidated Financial Statements

Note: The matters listed above are available in Japanese only.

Accordingly, the Business Report, Consolidated Financial Statements, and Non-consolidated Financial Statements that are included in the paper-based documents are only part of the documents that were audited by the financial auditor in creating the accounting audit report and the Audit and Supervisory Committee in creating the audit report.