

19 May 2017

The Listing Department  
BSE Limited  
Phiroze Jeejeebhoy Towers  
Dalal Street, Fort  
Mumbai – 400 001

**CLOSURE OF TRADING WINDOW OF RICOH INDIA LIMITED**

Dear Sir

We wish to inform you that the Trading Window will remain closed from 19 May 2017 to 28 May 2017 (both days inclusive) for Insiders covered under 'Ricoh India Limited Insider Trading Policy' for SEBI (Prevention of Insiders Trading) Regulations, 2015.

The above is for your kind information please.

Thanking You

Yours Faithfully  
For **Ricoh India Limited**



Manish Sehgal  
Company Secretary