

*Note: This English translation is for reference purposes only. In the event of any discrepancy between the Japanese original and this English translation, the Japanese original shall prevail.*

Memorial Service Office  
transcosmos inc.

Sunshine 60 Bldg. 3-1-1,  
Higashi-Ikebukuro, Toshima-ku,  
Tokyo  
170-6016, Japan

To Whom It May Concern,

## **Memorial Service for the late Koki Okuda**

transcosmos (the Company) hereby announces with great sympathy that Koki Okuda, the Founder of the Company and a director, passed away on April 2<sup>nd</sup>, 2022.

We are especially thankful for your invaluable support and friendship during his tenure of service.

In line with the wishes of his family, his funeral service was conducted with immediate family only.

You are cordially invited to a memorial service, which will be held to celebrate the life of Koki Okuda, the Founder of the Company, the details of which are as follows:

### Details

Date/Time: Wednesday, July 6, 2022 from 11:00 a.m. to 12:00 noon

Place: Tokyo: TSURU, The Main Banquet Room, Hotel New Otani Tokyo  
(4-1, Kioi-cho, Chitoda-ku, Tokyo 102-8578, Japan)  
Osaka: Peacock Room, 3<sup>rd</sup> Floor, Imperial Hotel Osaka  
(8-50, Temmabashi 1-Chome, Kita-ku, Osaka 530-0042, Japan)

Condolence monetary gifts, flowers, condolatory telegrams, and other condolence gifts will be gratefully and respectfully declined. We appreciate your kind understanding in this matter.

Your attendance will be greatly appreciated at a time that suits you within the service noted above. There is no dress code for the service.

Chairman & CEO Koji Funatsu  
President & COO Masataka Okuda  
transcosmos inc.  
Chief Mourner Kimiko Okuda

### Contact

Nakano/Itoi/Fukutomi  
Memorial Service Office  
Administration Division, transcosmos inc.  
TEL: +81-50-1746-5514