To Shareholders

Koichi Sakata
President and COO
TOPPAN FORMS CO., LTD.
1-7-3 Higashi Shimbashi, Minato-ku, Tokyo

NOTICE OF CONVOCATION OF
THE 63RD ANNUAL GENERAL MEETING OF SHAREHOLDERS

Dear Shareholders:

We would like to express our appreciation for your continued support and patronage.

We would like to inform you that you are cordially invited to attend the 63rd Annual General Meeting of Shareholders of TOPPAN FORMS CO., LTD. (the “Company”). The meeting will be held for the purposes as described below.

If you are unable to attend the meeting, you may exercise your voting rights in writing or via the Internet.

If exercising your voting rights in writing, please review the attached Reference Documents for the General Meeting of Shareholders (pages 6 through 7), indicate your vote for or against the proposal on the enclosed Voting Rights Exercise Form and return it so that it is received by 6:00 p.m. on Wednesday, June 28, 2017, Japan time.

If you decide to use the Internet to exercise your voting rights, please also review the Reference Documents for the General Meeting of Shareholders and exercise your voting rights in the manner described in Information on Exercising the Voting Rights Via the Internet presented hereinafter (page 5) by 6:00 p.m. on Wednesday, June 28, 2017 Japan time.

1. Date and Time: Thursday, June 29, 2017 at 10:00 a.m. Japan time
2. Place: Hall on the 1st floor of Toppan Forms Building at 1-7-3 Higashi Shimbashi, Minato-ku, Tokyo
3. Meeting Agenda:
   - Matters to be reported: (1) The Business Report, Consolidated Financial Statements for the Company’s 63rd Fiscal Year (April 1, 2016 - March 31, 2017) and results of audits by the Accounting Auditor and the Board of Corporate Auditors of the Consolidated Financial Statements
     (2) Non-consolidated Financial Statements for the Company’s 63rd Fiscal Year (April 1, 2016 - March 31, 2017)
   - Proposals to be resolved:
     Proposal 1: Appropriation of surplus
     Proposal 2: Election of 1 Directors
4. Guidance on the exercise of voting rights, etc.

(1) Exercise of voting rights by proxy

If you are unable to attend the Annual General Meeting of Shareholders, you may exercise your voting rights by proxy by having another shareholder who holds voting rights attend the meeting on your behalf; provided that a document certifying him or her as your proxy are submitted.

(2) Handling of duplicate voting

If any voting right is exercised both in writing and via the Internet, the exercise via the Internet will be upheld as the valid exercise of the voting right.

In addition, if you place your votes multiple times via the Internet, only the last vote will be treated as valid.

5. Matters disclosed on the Internet

In regards to the documents that must be appended to this notice of convocation as attachments, the following have been posted on the Company’s website (http://www.toppan-f.co.jp) in accordance with the corresponding laws and regulations and Article 17 of the Articles of Incorporation of the Company. For this reason, they are not included with the attached documents.

(1) “Notes to the Consolidated Financial Statements” as part of the Consolidated Financial Statements

(2) “Notes to the Non-consolidated Financial Statements” as part of the Non-consolidated Financial Statements

The “Notes to the Consolidated Financial Statements” and “Notes to the Non-consolidated Financial Statements” were audited as part of the Consolidated Financial Statements and Non-consolidated Financial Statements, respectively, by the Corporate Auditors and Accounting Auditor when preparing the audit report.

When attending the meeting, please submit the enclosed Voting Rights Exercise Form at the reception desk on the day of the meeting.

Note that persons who are not shareholders of the Company with voting rights, such as a representative who is not the Company's shareholder or a person accompanying a shareholder, are not allowed to enter the meeting venue.

We also kindly ask that you bring a printed copy of this notice of convocation to help save on paper resources.

Please note that any modification to the Reference Documents for the General Meeting of Shareholders, the Business Report, the Consolidated Financial Statements and the Non-Consolidated Financial Statements contained in this Notice of the 63rd Annual General Meeting of Shareholders will be posted on the Company’s website (http://www.toppan-f.co.jp/).
Proposal 1: Appropriation of surplus

The Company maintains a basic policy of prioritizing growth strategy investment. Under this policy, it focuses on the research and development needed for business formation and expansion, capital expenditure for rationalization, and new business creation in its profit distribution to continuously increase its corporate value. In principle, the Company returns profits to shareholders by paying continuous and stable dividends, using the consolidated dividend payout ratio as one of the important indicators. Based on this basic policy, the Company proposes to pay a year-end dividend for the fiscal year ended March 31, 2017, as follows:

Matters concerning year-end dividends

(1) Type of dividend property: Cash

(2) Matters concerning the allotment of dividend property to shareholders and the total amount
   12.50 yen per share of common stock of the Company
   Total amount of dividends: 1,387,455,413 yen

   In response to the continuous support provided by our shareholders, we have decided to pay a dividend of 12.50 per share. Because 12.50 yen per share was paid as an interim dividend, the total amount of annual dividends will be 25.00 yen per share for the fiscal year ended March 31, 2017.

(3) Date on which the dividend of surplus goes into effect
   June 30, 2017
Proposal 2: Election of 1 Director

Mr. Toshiro Masuda and Mr. Kenichi Fukushima, Directors of the Company, will resign at the close of the 63rd Annual General Meeting of Shareholders. The Company therefore requests the appointment of one (1) Director.

The term of office of the Director to be elected shall be the remainder of the term of the other Directors.

The candidate is as follows:

<table>
<thead>
<tr>
<th>Name</th>
<th>(Date of birth)</th>
<th>Past experience, positions in the Company, and significant concurrent positions</th>
<th>Number of shares of the Company held</th>
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</table>
| Hideki Soeda          | (November 22, 1960) | March 1984: Joined the Company
April 2008: General Manager, 8th Sales Department, Sales Management Division
April 2010: General Manager, Business Strategy Department, Corporate Planning Division
April 2013: General Manager, Tokyo Subdivision, 2nd Sales Department, Sales Management Division
April 2014: Executive Director, Assistant General Manager, Tokyo Subdivision, Sales Management Division
June 2015: Director, Assistant General Manager, Tokyo Subdivision, Sales Management Division
April 2016: Director, General Manager, Tokyo Subdivision, Sales Management Division
June 2016: Senior Executive Director, General Manager, Tokyo Subdivision, Sales Management Division
April 2017: Senior Executive Director, General Manager, Head office, Sales Management Division (to present) | 6,659 |

Reason for the selection as a candidate for Director

Mr. Hideki Soeda has demonstrated his abilities mainly in the sales division since he joined the Company and has extensive experience and knowledge in playing a leading role in the improvement of business results, including his assignment as the person responsible for the Corporate Planning Division. His appointment as Director is proposed for these reasons.

(Note) There are no special interests between the candidate for Director and the Company.