Securities code: 6544
June 9, 2021

To our shareholders:

Katsushi Ishida,
Representative Director CEO
Japan Elevator Service Holdings Co., Ltd.
1-3-13 Nihombashi, Chuo-ku, Tokyo

Notice of Convocation of the 27th Annual General Meeting of Shareholders

We would like to express our appreciation for your continued support and patronage.
We are pleased to advise you that the 27th annual general meeting of shareholders of the Company is going to be held as follows.

To prevent the spread of the COVID-19 infectious disease, we sincerely request that, regardless of the state of your health, you refrain from attending the meeting in person on the date of the meeting and exercise your voting rights in advance in writing (by mail) or through the Internet etc.

In regard to your exercise of voting rights in writing (by mail) or through the Internet etc., we would like to ask you to review the attached Reference Documents for the General Meeting of Shareholders and exercise your voting rights not later than 6:00 p.m. on Thursday, June 24, 2021.

1. Date and time: 10:00 a.m., Friday, June 25, 2021
2. Place: Convention Hall C&D, Congrès Square Nihombashi,
3F, Tokyo Tatemono Nihombashi Bldg., 1-3-13 Nihombashi, Chuo-ku, Tokyo
(The venue this year is different from that of last year's meeting. Please refer to the "Location Map for the General Meeting of Shareholders" at the end.)

3. Meeting agenda:
Matters to be reported:

1. The Business Report, Consolidated Financial Statements for the Company's 27th Fiscal Year (April 1, 2020 to March 31, 2021) and results of the audits by the Accounting Auditor and the Board of Auditors of the Consolidated Financial Statements
2. Non-consolidated Financial Statements for the Company's 27th Fiscal Year (April 1, 2020 to March 31, 2021)

Proposals to be resolved:

Proposal No.1: Appropriation of Surplus

Proposal No.2: Election of 9 Directors

◎When attending the meeting, please submit the enclosed Voting Rights Exercise Form at the reception. Please also bring this Notice of Convocation with you to conserve resources.

◎Out of the documents that need to be attached to this Notice of Convocation, the "System to Ensure the Appropriateness of Business Operations and the Operation Status of Such System" of the Business Report, "Notes to Consolidated Items" of Consolidated Financial Statements, and "Notes to Specific Items" of Non-Consolidated Financial Statements are posted on the undermentioned Company's website on the Internet in accordance with laws and regulations as well as the provisions of Article 14 of the Company's Articles of Incorporation and therefore are not provided in this Notice of Convocation.

In addition, these matters are contained in the Business Report, Consolidated Financial Statements, and Non-Consolidated Financial Statements that were audited by the Auditor and the Accounting Auditor in preparing their audit reports.

◎Should the Reference Documents for the General Meeting of Shareholders, Business Report, Non-Consolidated Financial Statements, and Consolidated Financial Statements require revisions, the revised versions will be posted on the undermentioned Company's website on the Internet.

◎Shareholders scheduled to attend the general meeting of shareholders are requested to take good care of their health toward the day of the meeting, and the shareholders who are in poor physical condition, including those having cold symptoms, are kindly requested to refrain from attending the general meeting of shareholders.

◎Shareholders coming to the meeting are cordially requested to cooperate in disinfecting their hands and fingers and wearing masks.

◎On the day of the meeting, before permitting entry, we will be checking the body temperatures of our shareholders. Please note in advance that those who are feverish or in poor physical condition may be requested to refrain from attending the meeting.

◎To reduce the risk of infection, the shareholders' seats will be set at reasonable intervals, and, therefore, the number of seats available will be substantially reduced compared with that of last year. Under such circumstances, please kindly note and understand that when we have reached the maximum number of seats (approximately 50 seats), there may be cases where we will be forced to decline entry.

◎Please also kindly note and understand that we are not going to prepare any commemorative gifts for the shareholders present at the general meeting of shareholders.

◎In the event that, depending on the situation from now on, if a substantial change to the schedule of holding or operating the general meeting of shareholders has arisen, we will inform you of it on the Company's website accordingly.

The Company's website (https://www.jes24.co.jp)

Reference Documents for the General Meeting of Shareholders

Proposal No.1: Appropriation of Surplus

The Company regards the distribution of profits to its shareholders as one of its most important management challenges and makes it its basic policy to continue to pay dividends in a stable manner while securing necessary internal reserves, not only to strengthen the management base so as to respond to the changes of the business environment but also to develop future business.

Taking future business development etc. into consideration, we would like to pay year-end dividends for the 27th fiscal term as follows:

Matters concerning year-end dividends:

(i) Kind of the dividend property:
Money

(ii) The matter concerning the allocation of the dividend property and the total amount thereof:
12 yen per common share of the Company
Total amount of dividends: 1,062,885,240 yen

(iii) Date when the dividends of surplus becomes effective:
June 28, 2021

Proposal No.2: Election of 9 Directors

The terms of office of all the directors (11 directors) shall expire at the conclusion of this general meeting of shareholders. Under such circumstances, to promote rapid and dynamic decision-making by the Board of Directors, we would like to hereby propose the election of nine directors, reducing the number of directors by two.

Candidates for director are as follows:

Candidate number	Name (Date of birth)	Career summary and the positions and responsibilities in the Company (significant concurrent positions)		Number of shares of the Company owned
1	Katsushi Ishida (March 25, 1966)	April 1985 June 1991 July 1992 October 1994 January 2015 May 2015 June 2017 June 2020	Joined SEC Elevator Co., Ltd. Joined Ikuei Kanzai Co., Ltd. Joined PEMS Co., Ltd. Founded the Company; President& Representative Director Representative Director of the Company President& Representative Director of the Company President& Representative Director CEO of the Company Representative Director CEO of the Company (current position)	31,400,400 shares
[Reason for nomination as candidate for director] Mr. Katsushi Ishida, candidate for director, is the founder of the Company and has led the business expansion of the Company Group as President of the Company for many years through his excellent foresight and technical capabilities as well as strong leadership. He has abundant experience and wide-ranging knowledge in the elevator maintenance business and industry as a whole and is expected to continuously make contributions to enhancing the Company Group's corporate value. The Company, therefore, has decided to continuously elect him as a candidate for director.				
2	Kohei Ueda (August 27, 1952)	April 1977 January 1996 October 1998 January 2000 April 2001 June 2003 August 2004 April 2006 January 2007 July 2007 May 2017 June 2018 June 2020	Joined the Sumitomo Bank, Ltd. (currently Sumitomo Mitsui Banking Corporation) Branch Manager, Umedakitaguchi Branch of said bank General Manager of Private Banking Sales Dept. of said bank General Manager of Remote Banking Sales Dept. of said bank General Manager of Sakai Corporate Sales Dept. of Sumitomo Mitsui Banking Corporation General Manager of Osaka Alliance Business Dept. of Sumitomo Mitsui Card Company, Limited Executive Officer, Senior Manager of Sales Supervisory Dept. of said company Executive Officer, Senior Manager of CRM Promotion Dept. of said company Executive Officer, Senior Manager of Advertising Dept. of said company General Manager of Advertising/IR Dept. of Bic Camera, Inc. Adviser to the Company Full-time Auditor of the Company President & COO of the Company (current position)	300 shares
[Reason for nomination as candidate for director] Mr. Kohei Ueda, candidate for director, has contributed, since becoming a director of the Company, to the strengthening of the Company Group by capitalizing on his wide-ranging knowledge and experience in terms of corporate management etc. He is adept in the overall business management of the Company and considered to be suitable for enhancing the corporate value of the Company Group while ensuring the soundness and appropriateness of the decision-making of the Company's business management. The Company, therefore, has decided to continuously elect him as a candidate for director.				

<table>
<tr><th>Candidate number</th><th>Name
(Date of birth)</th><th colspan="2">Career summary and the positions and responsibilities in the Company
(significant concurrent positions)</th><th>Number of shares of the Company owned</th></tr>
<tr><td>3</td><td>Kimihiko Imamura
(June 18, 1978)</td><td>December 2006
May 2013
April 2016

January 2017
June 2017
April 2018
April 2020
April 2021</td><td>Joined KPMG AZSA LLC
Joined D.A.Consortium, Inc.
Deputy General Manager of Business Management Headquarters of said company
Joined the Company.
Director, Senior Executive Officer, CFO
Director, Deputy President and Executive Officer, CFO
Director, Senior Managing Executive Officer, CFO
Director, Deputy President and Executive Officer, CFO (current position)</td><td>26,500 shares</td></tr>
<tr><td colspan="5">[Reason for nomination as candidate for director]
Mr. Kimihiko Imamura, candidate for director, has supervised the management division of the Company after listing since becoming director of the Company by capitalizing on his expertise as a certified public accountant. He has abundant knowledge and experience in the fields of business management, corporate governance, financial affairs, etc. and is considered to be suitable for continuously enhancing the corporate value of the Company Group. The Company, therefore, has decided to continuously elect him as a candidate for director.</td></tr>
<tr><td>4</td><td>Koji Ando
(October 2, 1967)</td><td>April 1991

August 2006
September 2011

November 2012

December 2015
April 2017

April 2020

December 2020

April 2021</td><td>Joined the Fuji Bank, Limited (currently Mizuho Bank, Ltd.)
Joined Bic Camera, Inc.
Executive Officer, General Manager of Business Development Office of said company
Director, Executive Officer, General Manager of Development Headquarters & General Manager of Development Office of said company
Director, Senior Executive Officer of the Company
Director, Deputy President and Executive Officer of the Company
Director, Senior Managing Executive Officer of the Company
Director, Senior Managing Executive Officer, General Manager of Sales & Marketing Headquarters of the Company
Director, Deputy President and Executive Officer, General Manager of Sales Support Headquarters of the Company (current position)</td><td>24,000 shares</td></tr>
<tr><td colspan="5">[Reason for nomination as candidate for director]
Mr. Koji Ando, candidate for director, has taken charge of the sales and marketing division since becoming director of the Company. Through the formulation of sales strategies according to the changes in the business environment surrounding the Company Group and the steady execution thereof, he has made contributions to the growth of the Company Group and is considered to be suitable for continuously enhancing the corporate value of the Company Group. The Company, therefore, has decided to continuously elect him as a candidate for director.</td></tr>
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Candidate number	Name (Date of birth)	Career summary and the positions and responsibilities in the Company (significant concurrent positions)		Number of shares of the Company owned
5	Shuji Kuramoto (August 9, 1981)	December 2002	Joined Kamakura Cable Communications Co., Ltd. (currently J:COM Shonan・Kanagawa Co., Ltd.)	26,000 shares
		October 2005	Joined the Company.	
		October 2014	Yokohama Branch Manager of the Company	
		April 2015	President of Japan Elevator Service Kanagawa Co., Ltd.	
		December 2015	Director, Managing Executive Officer, General Manager of Business Strategy Office of the Company	
		April 2017	Director, Senior Executive Officer of the Company	
		April 2020	Director, Senior Managing Executive Officer, General Manager of Technology Headquarters & Business Promotion Headquarters of the Company	
		April 2021	Director, Senior Executive Officer, General Manager of Technology Headquarters of the Company (current position)	
[Reason for nomination as candidate for director] Mr. Shuji Kuramoto, candidate for director, has supervised the business corporation and technical division of the Company Group since becoming director of the Company and made contributions to the business expansion. In addition, he has abundant experience and expertise in elevator maintenance business and is considered to be suitable for enhancing the corporate value of the Company Group. The Company, therefore, has decided to continuously elect him as a candidate for director.				
6	Shinsuke Uno (May 29, 1967)	April 1991	Joined Takachiho Electric Co., Ltd. (currently Elematec Corporation)	6,000 shares
		April 2003	Kakogawa Branch Manager of said company	
		January 2007	Joined King's Arms Co., Ltd.	
		February 2017	Joined the Company.	
		May 2017	Executive Officer of the Company President of Japan Elevator Service Kansai Co., Ltd. (current position)	
		June 2019	Director, Senior Executive Officer of the Company in charge of Western Japan and Tokai Business	
		April 2020	Director, Senior Managing Executive Officer of the Company	
		April 2021	Director, Senior Executive Officer of the Company (current position)	
[Reason for nomination as candidate for director] Mr. Shinsuke Uno, candidate for director, has taken charge of Kansai Area business since joining the Company and made contributions to expanding the business in said area. Furthermore, in addition to the Kansai Area, as director in charge of Tokai Area and Kyushu Area, he has been making contributions to further expanding the business in the areas he is in charge of and is considered to be suitable for enhancing the corporate value of the Company Group. The Company, therefore, has decided to continuously elect him as a candidate for director.				

Candidate number	Name (Date of birth)	Career summary and the positions and responsibilities in the Company (significant concurrent positions)		Number of shares of the Company owned
7	Hitoshi Watanabe (March 15, 1965)	September 1987	Joined Tokyo C.P.A. Special College.	-share
		October 1988	Joined Showa Ota & Co. (currently ERNST & YOUNG SHINNIHON LLC)	
		January 1994	Resident at the E&Y Sydney Office	
		August 2001	Head of Watanabe CPA Office (current position)	
		June 2008	President of R & J Co., Ltd. (current position)	
		April 2015	External director of the Company (current position)	
[Reason for nomination as candidate for external director and summary of the role he is expected to play] Mr. Hitoshi Watanabe, candidate for external director, has a high level of expertise and abundant experience as a certified public accountant, and, expecting him to capitalize on his insight, knowledge, etc. not only for strengthening monitoring/supervisory functions of business management as a whole but also for the overall business management of the Company, we have decided to continuously elect him as a candidate for external director.				
8	Reiko Yonezawa (April 3, 1950)	April 1974	Joined Japan Airlines Co., Ltd.	-share
		March 1982	President of The R Co., Ltd. (currently R & Career Co., Ltd.)	
		May 2000	President of R & R LLC (current position)	
		May 2002	External director of Lawson, Inc.	
		January 2006	External director of Japan Post Holdings Co., Ltd.	
		August 2014	Chairman of The R Co., Ltd. (currently R & Career Co., Ltd.)	
		June 2015	External director of Credit Saison Co., Ltd.	
		June 2016	External director of the Company (current position)	
		April 2018	Chairman & President of CCC Support & Consulting Co., Ltd. (current position)	
[Reason for nomination as candidate for external director and summary of the role she is expected to play] Ms. Reiko Yonezawa, candidate for external director, has abundant experience in corporate management as business entrepreneur and as external director of a listed company, and, expecting her to capitalize on her insight, knowledge, etc. not only for strengthening monitoring/supervisory functions of business management as a whole but also for the overall business management of the Company, we have decided to continuously elect her as a candidate for external director.				

Candidate number	Name (Date of birth)	Career summary and the positions and responsibilities in the Company (significant concurrent positions)		Number of shares of the Company owned
* 9	Noriko Endo (May 6, 1968)	June 1994	Joined DIAMOND, Inc.	-share
		March 2006	Deputy Editor, Editorial Department of Diamond Weekly, DIAMOND, Inc.	
		September 2013	Visiting Researcher at Policy Alternatives Research Institute of The University of Tokyo	
		April 2015	Project Professor of Graduate School of Media and Governance of Keio University	
		June 2016	External director of NTT DOCOMO, Inc. (current position)	
		July 2018	External director of AIN Holdings, Inc. (current position)	
		June 2019	External director of Hankyu Hanshin Holdings, Inc. (current position)	
		April 2020	Project Professor of Global Research Institute of Keio University (current position)	
		March 2021	External director of Techpoint, Inc. (current position)	

[Reason for nomination as candidate for external director and summary of the role she is expected to play]
Ms. Noriko Endo, candidate for external director, has the knowledge cultivated through her news gathering activities as a public-policy researcher and the editor of an economic magazine as well as the experience as external director of other listed companies, and, expecting her to capitalize on her insight, knowledge, etc. not only for strengthening monitoring/supervisory functions of business management as a whole but also for the overall business management of the Company, we have decided to elect her as a candidate for external director.

Notes: 1. There are no special interests between each of the candidates and the Company.

2. The mark, "*" represents a newly-appointed candidate for director.

3. Mr. Hitoshi Watanabe, Ms. Reiko Yonezawa, and Ms. Noriko Endo are candidates for external directors.

4. Mr. Hitoshi Watanabe is currently an external director of the Company and his term of service as external director shall be six years and two months at the conclusion of this general meeting of shareholders.

5. Ms. Reiko Yonezawa is currently an external director of the Company and her term of service as external director shall be five years at the conclusion of this general meeting of shareholders.

6. Mr. Hitoshi Watanabe and Ms. Reiko Yonezawa are currently external directors of the Company, and the Company has the contract for limitation of liability that is set out in Paragraph 1 of Article 425 of the Companies Act concluded with both of them and has the minimum liability amount. When their reappointments have been approved, the Company intends to continue the above-mentioned contract for limitation of liability with both of them. In addition, when the election of Ms. Noriko Endo has been approved, the Company intends to continue a similar contract for limitation of liability with her.

7. The Company appointed Mr. Hitoshi Watanabe and Ms. Reiko Yonezawa as the independent officers provided for by the Tokyo Stock Exchange and submitted the notification to said stock exchange. When both of them have been reappointed, the Company intends to continue having both of them as independent officers. In addition, Ms. Noriko Endo meets the requirements of independent officers provided for by the Tokyo Stock Exchange, and when she has been elected, the Company intends to submit the notification of her status as independent officer to said stock exchange.

8. The Company has the officers' liability contract insurance that is set out in Paragraph 1 of Article 430-3 of the Companies Act concluded with an insurance company, and the summary of the contents of said insurance contract is as specified on page 18 of the Business Report. When the candidates for director have been approved, they shall be included as the insureds of said insurance contract. In addition, such insurance contract is scheduled to be renewed under the same conditions at the time of next renewal.

9. The number of shares owned by Mr. Katsushi Ishida, Chairman, also includes the number of shares owned by KI Co., Ltd., which is his asset management company.

10. The officially-registered name of Ms. Noriko Endo is Noriko Tsujihiro.