

(Translation)

March 5, 2020

To: Our Shareholders

Kazuhiro Saito
Representative Director, President & Chief
Executive Officer
Suntory Beverage & Food Limited
1-1, Kyobashi 3-chome, Chuo-ku, Tokyo

Suntory Beverage & Food Limited (the “Company”) plans to implement the following measures for the 11th Ordinary General Meeting of Shareholders of the Company in order to prevent the spread of a novel coronavirus (COVID-19).

We ask for the understanding and cooperation of our shareholders.

<Measures by the Company>

- Organizing staff members will wear face masks during the General Meeting of Shareholders after confirming their physical condition, which includes taking their temperature.
- Alcohol disinfectant will be placed at multiple areas within the venue.
- A first-aid room will be prepared for people who begin to feel unwell, etc.

<Requests to Shareholders>

- For shareholders who plan on attending, please take the condition of your health into consideration and do not overexert yourself.
- For seniors, people with preexisting medical conditions, pregnant women and people who feel unwell due to cold symptoms, etc., please consider abstaining from attending the General Meeting of Shareholders.
- In addition to exercising voting rights by attending the General Meeting of Shareholders in person, it is possible to exercise your voting rights by mail or the Internet. We ask our shareholders to consider voting by mail or the Internet if possible. Please see pages 5 and 6 of the Notice of Convocation for details.

<Requests to Shareholders Attending the General Meeting of Shareholders>

- We ask for your cooperation in wearing face masks and using alcohol disinfectant.
- Please be considerate to the shareholders around you by thoroughly observing coughing manners, etc.
- If you feel unwell, please inform the nearest organizing staff member. Furthermore, organizing staff members may reach out to shareholders who look unwell.

It is possible that the response measures, etc. of the Company will change depending on the situation in the future. In the event that matters occur in which shareholders must be notified, the Company plans to post them on its website as they occur. We appreciate your understanding.