RUPA & COMPANY LIMITED

Date: August 25, 2026

National Stock Exchange of India Limited
Exchange Plaza, 5th Floor,
Plot No. C/1, G Block
Bandra Kurla Complex, Bandra (E)
Mumbai - 400 051

BSE Limited
Phiroze Jeejeebhoy Towers,
Dalal Street
Mumbai - 400 001

Ref: NSE Symbol- RUPA / BSE Scrip Code- 533552

Sub: Disclosure under Regulation 30 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015

Dear Sir/ Madam,

Pursuant to Regulation 30 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("Listing Regulations"), we enclose herewith a letter sent to to those shareholders, whose e-mail addresses are not registered with the Company, its Registrar and Share Transfer Agent, or their respective Depository Participant(s), providing the web link to access the Company's Annual Report for FY 2025-26, in compliance with Regulation 36(1)(b) of the Listing Regulations.

Kindly take the same on record.

Thanking you.

Yours faithfully,
For Rupa & Company Limited

RAMESH AGARWAL
Digitally signed by RAMESH AGARWAL
Date: 2026.08.25 22:08:06 +05'30'

Ramesh Agarwal
Whole-time Director

Encl.: As above

Metro Tower,1, Ho Chi Minh Sarani, Kolkata 700 071, India
Phone: +91 33 4057 3100
Email: connect@rupa.co.in, Website: www.rupa.co.in
An ISO 45001:2018, ISO 14001:2015, ISO 9001:2015 Certified Company
CIN No.: L17299WB1985PLC038517

RUPA & COMPANY LIMITED
Registered Office: Metro Tower, 8th Floor, 1, Ho Chi Minh Sarani, Kolkata - 700 071
Phone: +91-33-4057 3100; **Fax**: +91-33-2288 1362
E-mail: investors@rupa.co.in ; **Website**: www.rupa.co.in
CIN: L17299WB1985PLC038517

Srl. No.: **Date:**

To,
Name:
Address:
J/H:
Folio No: **No. of shares:**

Subject: Notice of the 41st Annual General Meeting of Rupa & Company Limited and web link of the Annual Report for the financial year 2025-26

Dear Shareholder,

We are pleased to inform you that the 41st Annual General Meeting ("AGM") of the members of Rupa & Company Limited ("Company") will be held on Friday, September 18, 2026 at 11:30 a.m. (IST) through Video Conferencing or Other Audio Visual Means ("VC/OAVM").

In compliance with Regulation 36(1)(b) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, as amended ("Listing Regulations"), we hereby provide below the web-link, including the exact path, through which the complete Annual Report for the financial year 2025-26, including the Notice of the AGM, can be accessed:

Web link: https://rupa.co.in/annual-report-2
Path: www.rupa.co.in->Investor Relations->Financial Information->Annual Report

The detailed instructions for attending the AGM through VC/OAVM and remote e-voting/e-voting are provided in the Notice of the AGM for the financial year 2025-26, which can be accessed at:

Web link: https://rupa.co.in/general-meeting
Path: www.rupa.co.in->Investor Relations->Stakeholder's Information->General Meeting

The Notice and Annual Report for the financial year ended March 31, 2026, are also available on the websites of the stock exchanges where the Company's equity shares are listed viz. www.bseindia.com and www.nseindia.com as well as on the e-voting platform of NSDL, the agency providing e-voting services, at www.evoting.nsdl.com.

E-voting Details:

Cut-off date to determine entitlement of remote e-voting/e-voting	Friday, September 11, 2026
Commencement of Remote E-voting	From 9:00 A.M. (IST) on Tuesday, September 15, 2026
End of Remote E-voting	Up to 5:00 P.M. (IST) on Thursday, September 17, 2026

TDS Communication:
As per the provisions of Income Tax Act, 2025, dividend income is taxable in the hands of the shareholders, and the Company is required to deduct tax at source ("TDS") at the prescribed rates. Members are requested to review the TDS communication with respect to deduction of tax at source available on the Company's website at https://rupa.co.in/general-meeting.

Updation of KYC:
Members holding shares in physical form are requested to register / update their email addresses by submitting duly filled Form ISR-1, available at: https://rupa.co.in/notice-and-forms-for-shareholders and https://www.mdpl.in, to Maheshwari Datamatics Private Limited, Registrar and Transfer Agent (RTA) of the Company, at 23 R.N. Mukherjee Road, 5th Floor, Kolkata- 700 001, E-mail: compliance@mdplcorporate.com.

You are also requested to furnish/update your PAN, KYC and Nomination details with the Company/RTA.

Members holding shares in dematerialized form are requested to register / update their email addresses, PAN, KYC and Nomination details with their respective Depository Participants.

We encourage you to update your contact details to ensure timely receipt of future communications from the Company electronically.

Special Window for Transfer and Dematerialisation of Physical Securities:
Pursuant to the SEBI Circular No. HO/38/13/11(2)2026-MIRSD-POD/I/3750/2026 dated January 30, 2026, a Special Window for Transfer and Dematerialisation of Physical Securities will remain open for a period of one year, from February 05, 2026 to February 04, 2027 to facilitate transfer and dematerialisation of physical securities which were sold/purchased prior to April 01, 2019. The said special window shall also be available for transfer requests which were submitted earlier (prior to April 01, 2019) and were rejected/returned/not attended to due to deficiency in the documents/process/or otherwise.

Further, the securities so transferred shall be mandatorily credited to the transferee only in demat mode and shall be under lock-in for a period of one year from the date of registration of transfer. Such securities shall not be transferred/lien-marked/ pledged during the said lock-in period.

All eligible transfer requests should be lodged along with relevant documents with the Company's Registrar and Transfer Agent.

In case of any further queries/clarifications, you may write to the Company at investors@rupa.co.in.

We look forward to your participation in the AGM.

Thanking You.

Yours faithfully,

For Rupa & Company Limited

Kunj Bihari Agarwal
Managing Director
DIN: 00224857