



Date: 31st August, 2026

To, National Stock Exchange of India Limited ("NSE") Listing Department Exchange Plaza, C-1 Block G, Bandra Kurla Complex Bandra [E], Mumbai – 400051	To, BSE Limited ("BSE") Listing Department Corporate Relationship Department Phiroze Jeejeebhoy Towers, Dalal Street, Fort, Mumbai - 400 001
NSE Scrip Symbol: SMARTWORKS	BSE Scrip Code: 544447
ISIN: INE0NAZ01010	ISIN: INE0NAZ01010

Subject: Intimation under Regulations 30 and 36(1)(b) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("the SEBI Listing Regulations")

Dear Sir/Ma'am,

Pursuant to provisions of Regulations 30 and 36(1)(b) of the SEBI Listing Regulations, as may be amended, we wish to inform that the Company has completed dispatch of letters providing weblink for accessing the Notice of the 11th Annual General Meeting and the Annual Report for Financial Year 2025-26 to those Shareholders who have not registered their e-mail addresses with the Company / Registrar & Share Transfer Agent / Depository Participants on August 31, 2026. A copy of the sample letter is enclosed herewith.

The above information will also be hosted on the website of the company i.e. <https://www.smartworksoffice.com/investors/>.

We request you to kindly take this on your record.

For **Smartworks Coworking Spaces Limited**

Punam Dargar

Company Secretary & Compliance Officer

Mem. No.: A56987

Address: Unit No. 305-310, Plot No 9, 10 & 11 Vardhman Trade Centre
Nehru Place, South Delhi, Delhi, India, 110019

Encl.: As above

Smartworks Coworking Spaces Limited

(Formerly known as Smartworks Coworking Spaces Private Limited)

Regd. Office: Unit No. 305 – 310, Plot No. 9,10, & 11, Vardhman Trade Centre, Nehru Place, South Delhi – 110 019.

Corporate Office: DLF Commercial Building, Block - 3, Zone-6, DLF Phase – 5, Gurugram, Haryana-122002

Phone No: 0124-6919 400

CIN: L74900DL2015PLC310656



**Date:** 29th August 2026

To,
The Member(s),
Smartworks Coworking Spaces Limited

Sub: Notice of 11th Annual General Meeting of the Members of Smartworks Coworking Spaces Limited and weblink of Notice and Annual Report for Financial Year 2025-26

Dear Member,

We are pleased to inform you that the **11th Annual General Meeting ('AGM') of the Members of Smartworks Coworking Spaces Limited ('the Company')** is scheduled to be held on Tuesday, September 22, 2026 at 3:30 p.m. (IST) through Video Conference facility / Other Audio-Visual Means ('VC'/ 'OAVM'). The Notice convening the AGM along with Annual Report for Financial Year 2025-2026 are being sent via email to shareholder(s) whose e-mail addresses are registered with the Company / Registrar & Transfer Agent ('RTA') / Depository Participant(s).

Pursuant to **Regulation 36(1)(b) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015**, the web-link, including the exact path, where complete details of the Annual Report are available is required to be sent to those Member(s) who have not registered their email address(es) either with the Company or with any Depository or RTA of the Company. We wish to inform you that the **Annual Report for the financial year 2025-26**, including the Notice of the 11th Annual General Meeting ("AGM"), is available on the Company's website.

Since your e-mail ID is not registered with us/Depositories/ RTA, we are providing you with the below details to access the said documents:

- **Web-link for Notice:** https://files.smartworksoffice.com/uploads/11th_AGM_Notice_73dfa2c6f5.pdf
- **Web-link for Annual Report:**
https://files.smartworksoffice.com/uploads/Smartworks_Coworking_Spaces_Limited_Annual_Report_2025_26_b5b285cca3.pdf

- **QR Code:**



The Notice and Annual Report are also available on the following websites:

- **National Securities Depository Limited :** www.evoting.nsdl.com
- **BSE Limited:** <https://www.bseindia.com/>
- **National Stock Exchange of India Limited:** <https://www.nseindia.com/>

This letter is being sent to those Members who have not registered their email address(es) either with the Company or with any Depository or RTA of the Company as on the cut-off date i.e. 21st August 2026.

We request you to register your e-mail ID with the Company/Depository Participant/ RTA at the earliest to receive all communications electronically in the future. The detailed process for registering of email addresses is provided in the Notice convening the AGM.

Thanking you,

For Smartworks Coworking Spaces Limited

Sd/-

Punam Dargar

Company Secretary and Compliance Officer

Smartworks Coworking Spaces Limited

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