

Date: 22.08.2020

To,

The Listing Department
National Stock Exchange of India Ltd
Exchange Plaza, Plot no. C/1, G Block,
Bandra-Kurla Complex
Bandra (E), Mumbai - 400 051
NSE Symbol: RUPA

The Department of Corporate Services
BSE Ltd
Phiroze Jeejeebhoy Towers,
Dalal Street,
Mumbai- 400 001
Scrip Code: 533552

Respected Ma'am/ Sir,

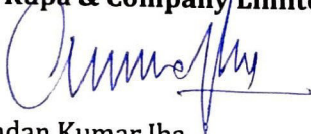
Ref: Disclosure of information pursuant to Regulation 30 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015

Pursuant to Regulation 30 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, please find attached herewith copy of the newspaper advertisements, published on August 20, 2020, in 'Business Standard' (English) and in 'Arthik Lipi' (Bengali), with respect to the 35th Annual General Meeting of the Company, to be held through Video Conferencing/ Other Audio Visual Means ("VC/ OAVM") and related information.

This is for your reference and record.

Thanking you.

Yours faithfully,
For **Rupa & Company Limited**



Kundan Kumar Jha
Company Secretary & Compliance Officer
ACS 17612



Encl: As above



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NOTICE REGARDING 35th AGM TO BE HELD THROUGH VC/OAVM FACILITY

The Thirty-Fifth (35th) Annual General Meeting ("AGM") of Rupa & Company Limited ("the Company") will be held on **Friday, the 18th day of September, 2020 at 11:00 a.m. (IST)** through Video Conferencing/Other Audio Visual Means ("VC/OAVM"), in view of the Covid-19 pandemic, in compliance with the applicable provisions of the Companies Act, 2013 read with the Ministry of Corporate Affairs ("MCA") Circular No. 20/2020 dated May 5, 2020 read with Circular Nos.14/2020 dated April 8, 2020 and 17/2020 dated April 13, 2020 (collectively referred to as "MCA Circulars") and SEBI Circular No. SEBI/HO/CFD/CMD1/CIR/P/2020/79 dated May 12, 2020 ("SEBI Circulars"), to transact the business, as set out in the Notice of 35th AGM.

In pursuance of the MCA Circulars and SEBI Circular, electronic copy of the Notice convening the 35th AGM and the Annual Report of the Company, for the financial year 2019-20 and other documents, will be sent only by e-mail to the Members of the Company to the e-mail address registered with the Company/Registrar and Transfer Agent (RTA), i.e. Maheshwari Datamatics Private Limited/Depository Participants. These documents will also be available on the website of the Company at www.rupa.co.in, the website of stock exchanges, i.e. BSE Limited at www.bseindia.com and National Stock Exchange of India Limited at www.nseindia.com. The Notice of 35th AGM will also be available on the website of the National Securities Depository Limited (NSDL) at www.evoting.nsdl.com.

The Company is providing to its members a facility to exercise their right to vote on resolutions proposed to be considered at the 35th AGM by electronic means ("e-voting") and the business set out in the Notice of 35th AGM may be transacted through e-voting. The Company has engaged NSDL to provide the facility of remote e-voting to the Members and the facility of e-voting to the Members participating in the 35th AGM through VC/OAVM. The Members will be provided with a facility to attend the AGM through VC/OAVM through the NSDL e-voting system. Members may access the same at <https://www.evoting.nsdl.com> under "Shareholder/Member" login by using the remote e-voting User ID and Password. The process and manner of remote e-voting, attending the AGM through VC/OAVM and e-voting during 35th AGM, for Members holding shares in demat form or physical form and for Members who have not registered their e-mail address, has been provided in the Notice of 35th AGM.

Members who are holding shares in physical form or who have not registered their e-mail addresses with the Company or RTA and who wish to receive through e-mail, the Notice of 35th AGM and the Annual Report of the Company and other documents and for obtaining User ID and Password to participate in the 35th AGM through VC/OAVM and vote through e-voting system in the 35th AGM or through remote e-voting, can get his/her/its e-mail address registered by submitting scanned copy of: (i) a signed request letter mentioning name, e-mail address, folio number and complete address; (ii) self-attested scanned copy of the PAN Card; and (iii) any address proof document of the Member (such as Driving Licence, Bank Statement, Election Card, Passport, Aadhar Card), to the e-mail address, investors@rupa.co.in.

Members holding shares in physical form, may send their dividend mandate, for receiving dividend amount directly into their bank account through any RBI approved electronic mode of payments, by sending e-mail to investors@rupa.co.in and submitting scanned copy of: (1) a signed request letter mentioning your name, folio number, complete address, with details relating to bank account in which the dividend is to be received, i.e., (a) Name and Branch of Bank and Bank Account type; (b) Bank Account Number allotted by your bank after implementation of Core Banking Solutions; (c) 11 digit IFSC Code; (2) self-attested cancelled cheque bearing the name of the Member or first holder, in case shares are held jointly; (d) self-attested copy of the PAN Card; and (e) self-attested scanned copy of any document (such as Aadhar Card, Driving Licence, Election Identity Card, Passport) in support of the address of the Member as registered with the Company. Alternatively, such Member can also submit requisite documents to the RTA, in the form and manner informed/to be informed by the RTA.

However, in case the Company is unable to transfer the dividend to any Member directly in their bank accounts through the RBI approved electronic means, due to non-registration of the Electronic Bank Mandate, the Company shall dispatch the dividend warrant/Bankers' cheque/demand draft to such Member, at the earliest once the normalcy is restored.

Members holding shares in dematerialised form, should update his/her/its e-mail address and Electronic Bank Mandate directly with their respective Depository Participant/s.

For Rupa & Company Limited
Sd/-

Kundan Kumar Jha

Place: Kolkata

Company Secretary & Compliance Officer

Date: 19.08.2020

ACS 17612

জনা ব্যাংক কোম্পানি লিমিটেড এর নতুন
কোম্পানি সেক্রেটারি ব্যাংক কমিউনিকেশন অফিস
ACS 1761