RUPA & COMPANY LIMITED

Date: 13.08.2020

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: Regulations 30 & 42 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations. 2015 ('SEBI Listing Regulations') and Section 91 of the Companies Act, 2013, read with allied Rules)

Sub: Intimation regarding 35th Annual General Meeting, Record Date and Book Closure

We write to inform you that the 35th Annual General Meeting (AGM) of the Members of the Company will be held on Friday, September 18, 2020, at 11:00 a.m., Indian Standard Time ("IST"), through Video Conferencing/ Other Audio Visual Means ("VC/OAVM") Facility, in accordance with the applicable provisions of the Companies Act, 2013, as amended, from time to time and the SEBI Listing Regulations, as amended. The Company has engaged the services of National Securities Depository Limited (NSDL) for facilitating voting by electronic means. The cut-off date (record date), for determining Members eligible to vote at the said ensuing AGM, has been fixed to be Friday, September 11, 2020.

Further, pursuant to Section 91 of the Companies Act, 2013 and Regulation 42 of the SEBI Listing Regulations, the Register of Members and Share Transfer Books of the Company will remain closed from Saturday, September 12, 2020 to Friday, September 18, 2020 (both days inclusive), for taking record of the Members of the Company for the purpose of payment of Dividend on Equity Shares of the Company, for the Financial Year ended March 31, 2020, and the aforesaid ensuing AGM.

Symbol and Scrip Code	Type of Security	Book Closure (Both days Inclusive)		Purpose
		From	To	
NSE Symbol: RUPA BSE Scrip Code: 533552	Equity	Saturday, September 12, 2020	Friday, September 18, 2020	Payment of Dividend on Equity Shares of the Company for the Financial Year ended March 31, 2020

Please note that the Members whose names will appear in the Register of Members as at the close of business hours on Friday, September 11, 2020, will be eligible for Dividend to be declared at the aforesaid ensuing AGM. In respect of the shares held in Electronic Form, the Dividend will be paid to those Members whose names shall appear as beneficial owners as at the end of the business hours on Friday, September 11, 2020, as per details to be furnished by the National Securities Depository Limited and the Central Depository Services (India) Limited.

This is for your reference and record.

Thanking you.

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

RUPA & CO. LTD. KOL-71 1, HO-CHI-MINH SARANI

Kundan Kumar Jha
Company Secretary & Compliance Officer
ACS 17612

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