

September 1, 2023

To **Dept. of Corporate Services,** BSE Limited, Phiroze Jeejebhoy Tower, Dalal Street, Fort, Mumbai – 400 001.

The Manager, Listing Department, National Stock Exchange of India Limited, Exchange Plaza, Bandra Kurla Complex, Bandra (E), Mumbai – 400 051

Security Code No. : 505324

Security Symbol : MANUGRAPH Security Series : EQ

Dear Sir/s,

Sub.: Annual General Meeting and Intimation of Book Closure

То

This is to inform you that the 51st Annual General Meeting ('AGM') of the members of the Company will be held on Wednesday, September 27, 2023 at 12.30 p.m. IST through Video Conferencing ("VC") / Other Audio-Visual Means ("OAVM"), in accordance with the relevant circulars issued by the Ministry of Corporate Affairs ('MCA') and the Securities and Exchange Board of India ('SEBI').

The Notice of the AGM and the standalone and consolidated financial statements for the financial year 2022-23, Board's Report, Auditors' Report and other documents required to be attached thereto ('Annual Report') will be sent in electronic mode to all shareholders of the Company whose email addresses are registered with the Company / Depository Participant(s) / RTA. The Annual Report and Notice of AGM will also be available on the website of the Company viz. <u>www.manugraph.com</u>.

The details such as manner of (i) registering/ updating - e-mail address/ bank account details; (ii) casting vote through e-voting; and (iii) attending the AGM through VC / OAVM have been set out in the Notice of the AGM.

The Company has fixed Wednesday, September 20, 2023 as the "Cut-off Date" for the purpose of determining the members eligible to vote on the resolutions set out in the Notice of the AGM and to attend the AGM.

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MANUGRAPH INDIA LIMITED

Sidhwa House, N. A. Sawant Marg, Colaba, Mumbai 400 005, India. Tel: 91-22-2287 4815 Fax: 91-22-2287 0702 CIN: L29290MH1972PLC015772 Email: sales@manugraph.com Website: www.manugraph.com The Register of Members and Share Transfer Books of the Company will remain closed from Thursday, September 21, 2023 to Wednesday, September 27, 2023 (both days inclusive) for the purpose of AGM.

You are requested to disseminate the above intimation on your website.

Thanking you,

With regards, For Manugraph India Limited

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(Mihir V. Mehta) Chief Financial Officer & Company Secretary

