

# RITA FINANCE AND LEASING LIMITED

(Formerly known as Rita Holdings Limited)

Regd. Off.: 324A, IIIrd Floor, Aggarwal Plaza, Sector-14, Rohini, New Delhi-110085

E mail: ritaholdingsltd@gmail.com, website: www.ritaholdings.in, Tel: 011-65448440, Mob: +91-8376095513

CIN: L67120DL1981PLC011741

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October 30, 2017

To,

**Metropolitan Stock Exchange of India Limited  
(Formerly Known as MCX Stock Exchange Limited)**

4th Floor, Vibgyor Towers,  
Bandra Kurla Complex,  
Bandra East,  
Mumbai – 400 098

**Sub:** Submission of Reconciliation of Share Capital Audit Report under Regulation 55(A) of SEBI (Depository & Participants) Regulations, 1996 for quarter ended September 30, 2017

**REF:ISIN:INE018S01016**

**SYM:RFL**


This is with reference to the submission of Reconciliation of Share Capital Audit Report as required under Regulation 55A of SEBI (Depository & Participants) Regulations, 1996 in respect of compliance for the quarter ended September 30, 2017.

Kindly take the above information on your records and acknowledge the receipt.

Thanking You,

Yours truly

**For Rita Finance and Leasing Limited  
(Formerly Known as Rita Holdings Limited)**

  
**Anju Sharma**  
**(Managing Director)**  
DIN: 02591877



# AKHILESH & ASSOCIATES

(Company Secretaries and Law Firm)

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## **Certificate under Regulation 55A of SEBI (Depository & Participants) Regulations, 1996**

As information provided by the management of the company i.e. **Rita Finance and Leasing Limited (Formerly Known as Rita Holdings Limited)** (CIN: L67120DL1981PLC011741), having its registered office at 324A, Third Floor, Aggarwal Plaza, Sector- 14, Rohini, New Delhi- 110085, for the quarter ended on **30<sup>th</sup> September, 2017**, for the purpose of issuing Certificate regarding compliance of **Regulation 55A of SEBI (Depository and Participants) Regulation, 1996** for effecting the transfer and subsequent dematerialization of Shares as procedure laid down under and based on my such examination as well as the information and explanations given to me by the purpose and the Company is listed under **Metropolitan Stock Exchange of India Limited (Formerly known as MCX Stock Exchange Limited)**, I hereby report and certify that during the aforesaid period.

- a) There was no trading of securities during the aforesaid Quarter.
- b) The Register of Members of the Company is updated.

**For AKHILESH & ASSOCIATES**  
**Company Secretaries**



**Akhilesh Kumar Jha**  
**(Proprietor)**  
**FCS: 9031**  
**CP No.:18250**



Date:18/10/2017  
Place: New Delhi

# AKHILESH & ASSOCIATES

(Company Secretaries and Law Firm)

To,  
**RITA FINANCE AND LEASING LIMITED**  
**(Formerly Known as Rita Holdings Limited)**  
324A, IIIrd Floor,  
Aggarwal Plaza, Sector- 14,  
Rohini, New Delhi- 110085

Dear Sirs,

We have examined the relevant books, registers, forms, documents and papers produced before us by **RITA FINANCE AND LEASING LIMITED (Formerly known as Rita Holdings Limited)** ("the Company") and its Registrars and Transfer Agents, **Skyline Financial Services Private Limited**, in respect of Reconciliation of Shares Capital Audit Report as per Regulation 55A of the Regulation 55A of SEBI (Depository and Participants) Regulation, 1996 and SEBI Circular No D&CC /FITTC/Cir-16/2002 dated December, 31 2002 as amended. To the best of our knowledge and according to the information and explanations given to us and as shown by records examined by us, we certify the following:

## RECONCILIATION OF SHARE CAPITAL AUDIT REPORT

1.	For the Quarter ended	:	30 <sup>th</sup> September, 2017	
2.	ISIN	:	<b>INE018S01016</b>	
3.	Face Value	:	Rs. 10/- {Rupees Ten}	
4.	Name of the Company	:	<b>RITA FINANCE AND LEASING LIMITED (Formerly known as Rita Holdings Limited)</b>	
5.	Registered Office Address	:	324A, IIIrd Floor, Aggarwal Plaza, Sector- 14, Rohini, New Delhi- 110085	
6.	Correspondence Address	:	324A, IIIrd Floor, Aggarwal Plaza, Sector- 14, Rohini, New Delhi- 110085	
7.	Telephone & Fax No.	:	011-65448440, 91-8376095513	
8.	Email Address	:	ritaholdingsltd@gmail.com	
9.	Names of the Stock Exchanges where the company's securities are listed	:	<b>Metropolitan Stock Exchange of India Limited (MSEI)</b>	
10.	Issued capital	:	<b>No. of Shares</b>	<b>Percentage of Total Issued Capital (Approx)</b>
			11,00,000	100%
11.	Listed Capital (Exchange wise) (As per company records) <b>Metropolitan Stock Exchange of India Limited (MSEI)</b>	:	11,00,000	100%
12.	Held in Dematerialized Form in CDSL	:	5,50,000	50%
13.	Held in Dematerialized Form in NSDL	:	3,50,000	31.82%

Flat-13, Block-A-10, Pocket No-8, Sector 23B, Dwarka, New Delhi-110077,  
Email-csakhileshkumarjha@gmail.com, Mobile No: - 9718403891  
Uttarakhand // Bihar // New Delhi

# AKHILESH & ASSOCIATES

(Company Secretaries and Law Firm)

14.	Physical	:	2,00,000	18.18%			
15.	Total No. of shares (12+13+14)	:	11,00,000	100%			
16.	Reasons for difference if any, between (10&11), (10&15) and (11&15)	:	N.A				
17.	Details of changes in share capital during the quarter under consideration as per Table below:						
	<b>Particulars *</b>	<b>No. of shares</b>	<b>Applied / Not Applied for listing</b>	<b>Listed on Stock Exchanges (Specify Names)</b>	<b>Whether intimated to CDSL</b>	<b>Whether intimated to NSDL</b>	<b>In-principle approval pending from SE</b>
	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
	*Rights, Bonus, Preferential Issue, ESOPs, Amalgamation, Conversion, Buyback, Capital Reduction Forfeiture, Any other (to specify)						
18.	Register of Members is updated. If not, updated upto which date	:	Yes			N.A	
19.	Reference of previous quarter with regards to excess dematerialized shares, if any.	:	Nil				
20.	Has the Company resolved the matter mentioned in Point no.19 above in the Current quarter? If not, reason why?	:	N.A.				
21.	Mention the total no. of requests, if any, Confirmed after 21 days and the total no. of requests pending beyond 21 days with the reasons for delay:						
	<b>Total No. of Demat Requests</b>	<b>No. of Requests</b>	<b>No. of Shares</b>	<b>Reasons for Delay</b>			
	Confirmed after 21 Days	Nil	Nil	N.A.			
	Pending for more than 21 days	Nil	Nil	N.A.			
22.	Name, Address, Tel & Fax no. Compliance Officer	:	<b>Ms. Priyanka Dhamija,</b> <b>Company Secretary &amp; Compliance Officer</b> <b>M. No 41870</b> <b>Address:</b> H.No.783, Gali No.4, Arya Nagar, Near Jeet Arya School, Bahadurgarh 124507 HR <b>Ph.:</b> 011-65448440 <b>Email Id:-</b> ritaholdingsltd@gmail.com				



# AKHILESH & ASSOCIATES

(Company Secretaries and Law Firm)

23.	Name, Address, Tel & Fax No. Reg. no. of the Auditor	:	<b>Akhilesh Kumar Jha,</b> <b>Akhilesh &amp; Associates,</b> <b>Company Secretaries and Law Firm</b> <b>Address:</b> Flat No. 13, Block A10, Pocket 8, Sector-23B, Dwarka, New Delhi-110077 <b>Ph:</b> 9718403891 <b>E mail:</b> <a href="mailto:csakhileshkumarjha@gmail.com">csakhileshkumarjha@gmail.com</a>
24.	Appointment of common agency for Share Registry Work	:	<b>Skyline Financial Services Private Limited</b> D-153 A, 1 <sup>st</sup> Floor, Okhla Industrial Area, Phase-I, New Delhi-110020 Ph.: 011-64732681
25.	Any other detail that Practicing Company Secretary may Like to provide (e.g. BIFR Company, Delisting from SE)	:	N.A.

**For Akhilesh & Associates  
Company Secretaries**



**Akhilesh Kumar Jha  
(Proprietor)  
FCS: 9031, CP No.:18250**

**Date:- 18/10/2017  
Place:- New Delhi**

