

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

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 December 31, 2017.

ISIN:INE018S01016

SYM:RFLL

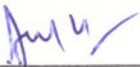
This is with reference to the submission of Reconciliation of Share Capital Audit Report as required under Regulation 55A of SEBI (Depository & Participants) Regulations, 1996 in respect of compliance for the quarter ended December 31, 2017.

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



Date: 29th January, 2018

Place: New Delhi

AKHILESH & ASSOCIATES

(Company Secretaries and Law Firm)

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 **31st December, 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 per the procedure laid down under SEBI (Depository & Participants) Regulations, 1996 and based on my such examination as well as the information and explanations given to me by the Company, 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:29/01/2018
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 Share Capital Audit Report as per 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	:	31 st December, 2017	
2.	ISIN	:	INE018S01016	
3.	Face Value	:	Rs. 10/- {Rupees Ten}	
4.	Name of the Company	:	RITA FINANCE AND LEASING LIMITED (Formerly known as Rita Holdings Limited)	
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	:	Metropolitan Stock Exchange of India Limited (MSEI)	
10.	Issued capital	:	No. of Shares	Percentage of Total Issued Capital (Approx)
			28,00,000	100%
11.	Listed Capital (Exchange wise) (As per company records) Metropolitan Stock Exchange of India Limited (MSEI) (Refer Note 1)	:	28,00,000	100%
12.	Held in Dematerialized Form in CDSL (Refer Note 1)	:	2,250,000	80.36%
13.	Held in Dematerialized Form in NSDL	:	3,50,000	12.50%

Office:- Maharaja Agrasen Plaza, RZ-B-12/15, 2nd Floor, Back Side Kh No 82/4/1, Mahavir Enclave, Near Dashrath Puri Metro Station, Palam, New Delhi-110045,

Email-csakhileshkumarjha@gmail.com, Telephone No: -011-40204448, Mobile No. 9718403891, 7701863822



AKHILESH & ASSOCIATES

(Company Secretaries and Law Firm)

14.	Physical	:	2,00,000	7.14%			
15.	Total No. of shares (12+13+14)	:	28,00,000	100.00%			
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:						
	Particulars*	No. of shares	Applied / Not Applied for listing	Listed on Stock Exchanges (Specify Names)	Whether intimated to CDSL	Whether intimated to NSDL	In-principle approval pending from SE
	Preferential Issue	17,00,000	Applied and Company has received the Listing approval from MSEI dated January 19, 2018	Metropolitan stock exchange of India Limited (MSEI)	In Process	In Process	In Principle Approval received from the stock exchange on February 09, 2017
	*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:						
	Total No. of Demat Requests	No. of Requests	No. of Shares	Reasons for Delay			
	Confirmed after 21 Days	Nil	Nil	N.A.			
	Pending for more than 21 days	Nil	Nil	N.A.			



AKHILESH & ASSOCIATES

(Company Secretaries and Law Firm)

22.	Name, Address, Tel & Fax no. Compliance Officer (Refer Note 2)	:	Ms. Anju Sharma, Managing Director & Compliance Officer (DIN: 02591877) Address: 608/8, Gali No-9, Adarsh Mohalla, Maujpur, Delhi-110053 Ph.: 011-65448440 Email Id:- ritaholdingsltd@gmail.com
23.	Name, Address, Tel & Fax No. Reg. no. of the Auditor	:	Akhilesh Kumar Jha, Akhilesh & Associates, Company Secretaries and Law Firm Address: Maharaja Agrasen Plaza, RZ-B-12/15, 2nd Floor, Back Side Kh No 82/4/1, Mahavir Enclave, Near Dashrath Puri Metro Station, Palam, New Delhi-110045 Ph: 011-40204448, 9718403891, 7701863822 E mail: csakhileshkumarjha@gmail.com
24.	Appointment of common agency for Share Registry Work	:	Skyline Financial Services Private Limited D-153 A, 1 st 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:- 29/01/2018

Place:- New Delhi

Notes:-

1. Company has received the Listing approval of 17,00,000 Equity shares from the Metropolitan Stock Exchange of India (MSEI) on January 19, 2018. However, the Company is in the process of corporate action for crediting the said shares into the demat account of the Allottees (maintained with CDSL). Post Corporate Action, documents will be filed with MSEI for trading approval.
2. Ms. Priyanka Dhamija had been resigned from the post of Company Secretary & Compliance Officer of the Company w.e.f. 26th December, 2017. However, Ms. Anju Sharma has been designated to act as Compliance officer of the Company.

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