

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

August 06, 2018

To,
Metropolitan Stock Exchange of India Limited (MSEI)
(Formerly known as MCX Stock Exchange Limited)
4th Floor, Vibgyor Towers,
Bandra Kurla Complex, Bandra East,
Mumbai – 400098

Dear Sir,

Sub: **Intimation of Appointment of Company Secretary & Compliance Officer of the Company approved in the 02/2018-2019 Board Meeting held Today i.e. on Monday, August 06, 2018 at 04:00 P.M.**

In terms of Regulation 30(2) read with clause 7 of Para A of Part A of Schedule III of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and SEBI Circular No. CIR/CFD/CMD/4/2015 dated September 09, 2015, we would like to inform you that the Company has appointed Mr. Anurag Gupta (ACS: A49293) as a Company Secretary and Key Managerial Personnel and further pursuant to Regulation 6(1) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, Mr. Anurag Gupta is also designated as Compliance Officer of the Company with effect from 1st August, 2018 by the Board of Directors at the Board Meeting held Today i.e. on Monday, August 06, 2018 at 04:00 P.M, which commenced at 04:00 P.M. and concluded at 08:05 P.M.

The Particulars of the appointment of Mr. Anurag Gupta as a Company Secretary & Compliance Officer are as under:

S. No.	Particulars	Disclosures
1.	Name	Mr. Anurag Gupta
2.	Designation	Company Secretary & Compliance officer (KMP)
3.	Reason for change viz. appointment, resignation, removal, death or otherwise	Appointment
4.	Effective date of appointment	01/08/2018
5.	Terms and conditions	As mention in Appointment letter
6.	Brief Profile	Mr. Anurag Gupta is a member of The Institute of Company Secretaries of India (ICSI) and have a good knowledge and exposure of secretarial and Legal work.



7.	Disclosure of Relationships between directors (in case of appointment of a director)	N.A.
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You are requested to please take on record the above said information for appointment of Company secretary.

You are also requested to please make necessary corrections in the KMP details of the Company at the website of MSEI.

Thanking You,
Yours faithfully,

For Rita Finance and Leasing Limited
Formerly Rita Holdings Limited


Kiran Mittal
Additional Director
DIN: 00749457



Place: New Delhi