

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

October 29, 2018

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, 2018.


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, 2018**.

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



Pawan Kumar Mittal
(Additional Director)
DIN: 00749265



AKHILESH & ASSOCIATES

(Company Secretaries and Law Firm)

CERTIFICATE ON RECONCILIATION OF SHARE CAPITAL AUDIT REPORT AS PER REGULATION 55A OF SEBI (DEPOSITORY & PARTICIPANTS) REGULATIONS, 1996 FOR THE QUARTER ENDED SEPTEMBER 30, 2018

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, IIIrd Floor, Aggarwal Plaza, Sector - 14, Rohini, New Delhi-110085, for the purpose of issuing Certificate under Regulation 55A of SEBI (Depository and Participants) Regulation, 1996 regarding reconciliation of the total issued capital, listed capital and capital held by depositories in dematerialized form, details of any change in share capital during the quarter ended on September 30, 2018 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**, I hereby report and certify that during the quarter ended on 30th September, 2018:

- 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

For AKHILESH & ASSOCIATES



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

Proprietor

Date: 25/10/2018
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	:	30 th September, 2018
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, III rd Floor, Aggarwal Plaza, Sector- 14, Rohini, New Delhi- 110085
6.	Correspondence Address	:	324A, III rd Floor, Aggarwal Plaza, Sector- 14, Rohini, New Delhi- 110085
7.	Telephone No.	:	9810260127
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)

For AKHILESH & ASSOCIATES

Proprietor

Office:- RZ-B-12/15, 2nd Floor, Back Side Kh No 82/4/1, Mahavir Enclave, Near Dashrath Pur Metro Station Gate No 2, Palam, New Delhi-110045, Email-csakhileshkumarjha@gmail.com, Mobile No:- 9718403891

		:	No. of Shares	Percentage of Total Issued Capital			
10.	Issued capital		28,00,000	100.00			
11.	Listed Capital (Exchange wise) (As per company records) Metropolitan Stock Exchange of India Limited (MSEI)	:	28,00,000	100.00			
12.	Held in Dematerialized Form in CDSL	:	22,79,001	81.39			
13.	Held in Dematerialized Form in NSDL	:	3,50,000	12.50			
14.	Physical	:	17,09,99	6.10			
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
	Nil	Nil	Nil	Nil	Nil	Nil	Nil
	*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.			

For AKHILESH & ASSOCIATES

Proprietor

22.	Name, Address, Tel No. Compliance Officer	:	Mr. Pawan Mittal Additional Director & Compliance Officer Address: I-19 Sai Apartments, Plot No. 47 Sector-13, Rohini Delhi 110085 Ph.: 9810260127 Email Id:- ritaholdingsltd@gmail.com
23.	Name, Address, Tel No. of Reconciliation of Share Capital Auditor	:	Mr. 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**

For AKHILESH & ASSOCIATES

AJ

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

Date: 25/10/2018
Place: New Delhi