

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 - 27860681
CIN : L67120DL1981PLC011741

July 27, 2020

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

Sub: Submission of Reconciliation of Share Capital Audit Report under Regulation 76 of SEBI (Depository & Participants) Regulations, 2018 for quarter ended June 30, 2020.

ISIN: INE018S01016
SYM:RFL

This is with reference to the submission of Reconciliation of Share Capital Audit Report as required under **Regulation 76 of SEBI (Depository & Participants) Regulations, 2018** in respect of compliance for the quarter ended **June 30, 2020**.

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

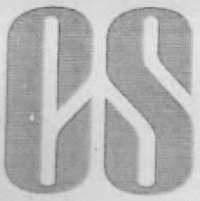
Thanking You,
Yours truly

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


Kiran Mittal
Director
DIN: 00749457



Encl: Annexure -A



G AAKASH & ASSOCIATES

Company Secretaries

To,

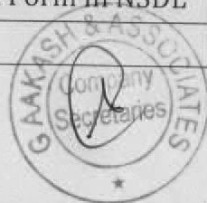
RITA FINANCE AND LEASING LIMITED
(Formerly known as Rita Holdings Limited)

324 A, IIIrd Floor, Aggarwal Plaza,
Sector-14, Rohini, New Delhi- 110085

Dear Sir(s),

RECONCILIATION OF SHARE CAPITAL AUDIT REPORT
(Pursuant to Regulation 76 of the SEBI (Depositories and Participants) Regulations,
2018 r/w SEBI Circular dated 31.12.2002)

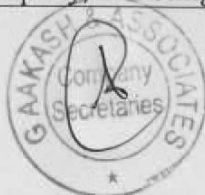
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|-----|---|---|--|---|
| 1. | Report For the Quarter ended | : | 30th June, 2020 | |
| 2. | ISIN | : | INE018S01016 | |
| 3. | Face Value | : | Rs. 10/- {Rupees Ten} | |
| 4. | Name of the Company | : | RITA FINANCE AND LEASING LIMITED (Formerly known 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 & Fax No. | : | +91 9810260127, 011-27860681 | |
| 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) | |
| | | : | No. of Shares | Percentage of Total Issued Capital |
| 10. | Issued capital | : | 35,00,000 | 100.00 |
| 11. | Listed Capital (Exchange wise) (As per company records) Metropolitan Stock Exchange of India Limited (MSEI) | : | 35,00,000 | 100.00 |
| 12. | Held in Dematerialized Form in CDSL | : | 25,98,751 | 74.25 |
| 13. | Held in Dematerialized Form in NSDL | : | 6,87,500 | 19.64 |
| 14. | Physical | : | 2,13,749 | 6.11 |



1878, H.B.C., Sector-13, 17, Panipat-132103, Haryana, Phone: +91-9991264017, 8377974087
Email: cs.goelaakash@gmail.com

| | | | |
|-----|---|------------------------|--|
| 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 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 |
| | *Rights, Bonus, 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 |
| | Pending for more than 21 days | Nil | Nil |

| | | | |
|-----|---|---|---|
| 22. | Name, Address & Tel. No. of Compliance Officer | : | Ms. Twinkle Agrawal (Company Secretary & Compliance Officer) Add:- Chakki Bazar , Hathras , Uttar Pradesh, Uttar Pradesh-204101 Tel. No.- 011-27860681, Email Id:- ritaholdingsltd@gmail.com |
| 23. | Name, Address & Tel No. of the Reconciliation of Share Capital Auditor | : | Mr. Aakash Goel G Aakash & Associates Company Secretaries Address: 1878, H.B.C., Sector-13, 17, Panipat-132103, Haryana Ph: 9991264017 E mail: cs.goelaakash@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 | : | N.A. |



| | |
|----------|--|
| from SE) | |
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**For G AAKASH & ASSOCIATES
Company Secretaries**



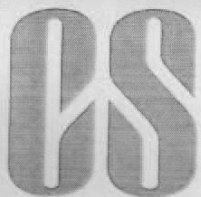
**Date: 27.07.2020
Place: Haryana**

**Aakash Goel
(Proprietor)**

M. No.: A57213

CP No.: 21629

UDIN: A057213B000509401



G AAKASH & ASSOCIATES

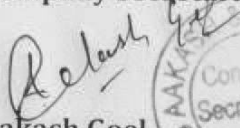
Company Secretaries

**CERTIFICATE ON RECONCILIATION OF SHARE CAPITAL AUDIT REPORT AS PER
REGULATION 76 OF SEBI (DEPOSITORY & PARTICIPANTS) REGULATIONS, 2018 FOR
THE QUARTER ENDED 30TH JUNE, 2020**

As information provided by the management of the company i.e. **RITA FINANCE AND LEASING 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 76 of SEBI (Depository and Participants) Regulation, 2018 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 **30th June, 2020** as per the procedure laid down under SEBI (Depository & Participants) Regulations, 2018 and based on our such examination as well as the information and explanations given to us by the company, the Company is listed under **Metropolitan Stock Exchange of India Limited**, we hereby report and certify that during the quarter ended on **30th June, 2020**:

- a) There is no trading held in during the quarter.
- b) The Register of Members of the Company is updated.
- c) There were no physical share transfers during the quarter.

For G AAKASH & ASSOCIATES
Company Secretaries


Aakash Goel
(Proprietor)
M. No.: A57213
CP No.: 21629



Date: 27.07.2020
Place: Haryana