

RITA FINANCE AND LEASING LIMITED

CIN: L67120DL1981PLC011741

Registered Office: D-328, Basement Floor, Defence Colony, New Delhi- 110024
E-mail: ritaholdingsltd@gmail.com; Website: www.ritafinance.in; Tel.: 011-45689444

Date: 16th January, 2023

To,

**The Metropolitan Stock Exchange
of India Limited,**
205(A), 2nd floor, Piramal Agastya
Corporate Park, Kamani Junction,
LBS Road, Kurla (West), Mumbai- 400070
MSEI Symbol: RFL

The BSE Limited
Department of Corporate Services
Phiroze Jeejeebhoy Towers,
Dalal Street, Mumbai-400 001
Scrip Code: 543256

**Sub: Reconciliation of Share Capital Audit Report under Regulation 76 of SEBI
(Depositories and Participants) Regulations, 2018**

Dear Sir/Ma'am,

With reference to captioned subject matter, please find attached herewith the Certificate from Practicing Company Secretary confirming the holding of the shares of the company in NSDL, CDSL and physical under Regulation 76 of SEBI (Depositories and Participants) Regulations, 2018 for the Quarter and nine months ended on 31st December, 2022.

This is for your information and records.

**Thanking you,
For Rita Finance and Leasing Limited**

SHUBHAM JOSHI
(Company Secretary & Compliance Officer)
Office Address: D-328, Basement Floor,
Defence Colony, New Delhi- 110024

MEENU G. & ASSOCIATES
(Company Secretaries)
Corporate Office: 9089/2, Multani Dhandra, Pahar Ganj, New Delhi-110055
Email: csmeenu1@gmail.com, Mobile: 8920888492

CERTIFICATE FOR RECONCILIATION OF SHARE CAPITAL AUDIT REPORT

As per Regulation 76 of the SEBI (Depositories and Participants) Regulations, 2018

1. For the Quarter ended : **31st December, 2022**
2. ISIN : **INE018S01016**
3. Face Value : **Rs. 10/-**
4. Name of the Company : **RITA FINANCE AND LEASING LIMITED**
5. Registered Office Address : **D-328, Basement Floor, Defence Colony, New Delhi- 110024**
6. Correspondence Address (Corp Office) : **NA**
7. Telephone & Fax Nos. : **011-45689444**
8. Email Address : **ritaholdingsltd@gmail.com**
9. Names of the Stock Exchanges where the company's securities are listed: : **BSE Limited (Scrip Code: 543256)
MSEI Limited (MSEI Symbol: RFLL)**
10. Issued capital :

Number of Shares	% of Total Issued Capital
1,00,00,000	100
11. Listed Capital (Exchange-wise) (As per company records) :

Number of Shares	% of Total Issued Capital
(BSE Limited and MSEI Limited) 1,00,00,000	100
12. Held in Dematerialized Form in CDSL :

Number of Shares	% of Total Issued Capital
89,56,087	89.56

13. Held in Dematerialized Form in NSDL :

Number of Shares	% of Total Issued Capital
10,38,966	10.39

14. Physical :

Number of Shares	% of Total Issued Capital
4,947	0.05

15. Total No. of shares (12+13+14) : 1,00,00,000 Equity Shares

16. Reasons for difference if any, between (10&11), (10&15), (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-prin. approval pending from SE
NA	NA	NA	NA	NA	NA	NA

~~*Rights, Bonus, Preferential Issue, ESOPs, Amalgamation, Conversion, Buyback, Capital Reduction Forfeiture, any other (to specify)~~

18. Register of Members is updated : **Yes**

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. Mentioned 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: Nil

Total No. of Demat requests	No. of requests	No. of shares	Reasons for delay
Confirmed after 21 days	NA	NA	NA
Pending for more than 21 days	NA	NA	NA

22. Name, Address, Tel & Fax no. of Compliance officer : **Mr. Shubham Joshi**
Company Secretary and Compliance officer
D-328, Basement Floor, Defence Colony, New Delhi- 110024.
Tel No. 011-45689444

23. Name, Address, Tel & Fax no. Reg. no. of the Practicing Company Secretary : **Ms. Meenu Gupta**
(Practising Company Secretary)
Address: 9089/2 Multani Dhanda Pahar Ganj
Mob No.: 8920888492
E-mail: csmeenu1@gmail.com
24. Appointment of common agency for Share Registry Work : **Skyline Financial Services Private Limited,**
D-153A, 1st Floor , Okhla Industrial Area
Phase -1, New Delhi -110020
Ph. No.- 011-40450193; 011-26812682
E-mail ID: admin@skylinerta.com
25. Any other detail that Practicing Company Secretary may Like to provide (e.g. BIFR Company, Delisting from SE, Company changed its name etc.) : * On 14th October, 2022 Mr. Shubham Joshi has been appointed as Company Secretary and Compliance Officer of the Company.

**For Meenu G. & Associates
Company Secretaries**

Meenu Gupta
Proprietor
Membership No. 52702
COP No. 26274
UDIN: A52702D002976975
PRN: 2443/2022

Place: New Delhi
Date: 15/01/2023