

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

18th April 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

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

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

Dear Sir(s),

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 the SEBI (Depositories and Participants) Regulations, 2018 for the Quarter ended on 31st March, 2023.

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

Enclosed: As mentioned above

MEENU G. & ASSOCIATES
(Company Secretaries)
Corporate Office: 9089/2, Multani Dhanda, 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	:	31 st March, 2023				
2.	ISIN	:	INE018S01016				
3.	Face Value	:	Rs. 10/- each				
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 (if any)	:	N.A.				
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: RFLI)				
10.	Issued Capital	:	<table border="1" style="width: 100%;"> <thead> <tr> <th style="width: 50%;">Number of Shares</th> <th style="width: 50%;">% of Total Issued Capital</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1,00,00,000</td> <td style="text-align: center;">100</td> </tr> </tbody> </table>	Number of Shares	% of Total Issued Capital	1,00,00,000	100
Number of Shares	% of Total Issued Capital						
1,00,00,000	100						
11.	Listed Capital (Exchange-wise) (As per Company records)	:	<table border="1" style="width: 100%;"> <thead> <tr> <th style="width: 50%;">Number of Shares</th> <th style="width: 50%;">% of Total Issued Capital</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">(BSE Limited and MSEI Limited) 1,00,00,000</td> <td style="text-align: center;">100</td> </tr> </tbody> </table>	Number of Shares	% of Total Issued Capital	(BSE Limited and MSEI Limited) 1,00,00,000	100
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(BSE Limited and MSEI Limited) 1,00,00,000	100						
12.	Held in Dematerialized Form in CDSL	:	<table border="1" style="width: 100%;"> <thead> <tr> <th style="width: 50%;">Number of Shares</th> <th style="width: 50%;">% of Total Issued Capital</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;"> </td> <td style="text-align: center;"> </td> </tr> </tbody> </table>	Number of Shares	% of Total Issued Capital		
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			90,19,659	90.20
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13.	Held in Dematerialized Form in NSDL	:	Number of Shares	% of Total Issued Capital			
			9,75,394	9.75			
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
	N.A.						
	*Rights, Bonus, Preferential Issue, ESOPs, Amalgamation, Conversion, Buyback, Capital Reduction Forfeiture, any other (to specify)						
18.	Register of Members is updated (Yes/ No) If Not, up to which date.	:	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,	:	N.A.				

	reason why?		
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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
	Confirmed after 21 Days	N.A.	N.A.
	Pending for more than 21 days	N.A.	N.A.
22.	Name, Address, Tel & Fax No. of the Compliance Officer	:	Mr. Shubham Joshi (Company Secretary and Compliance Officer) Office Address: D-328, Basement Floor, Defence Colony, New Delhi- 110024. Tel No. 011-45689444
23.	Name, Address, Tel & Fax No. of the certifying 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, 1 st Floor , Okhla Industrial Area Phase -1, New Delhi -110020 Ph. No.- 011-40450193; 011-26812682 E-mail ID: info@skylinerta.com
25.	Any other detail that Practicing Company Secretary may like to provide (e.g. BIFR Company, Delisting from SE)	:	N.A

For Meenu G. & Associates
Company Secretaries

MEENU
GUPTA

Meenu Gupta
(Proprietor)

Membership No. 52702

COP No. 26274

UDIN: A052702E000084338

PRN: 2443/2022

Place: New Delhi

Date: 13.04.2023