

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: 28th October 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 half year ended on 30th September 2023.

This is for your information and records.

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

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



SUCHETA GUPTA & ASSOCIATES

(PRACTICING COMPANY SECRETARY)

Reg. Off: 1281/38, 2nd Floor, DDA Flat, Madangir, New Delhi-110062

Email-suchetacs@yahoo.co.in Mobile No. 9313005662

**CERTIFICATE ON RECONCILIATION OF SHARE CAPITAL AUDIT REPORT AS PER
REGULATION 76 OF SEBI (DEPOSITORY & PARTICIPANTS) REGULATIONS, 2018 FOR THE
QUARTER AND HALF YEAR ENDED 30TH SEPTEMBER, 2023**

As information provided by the management of the company i.e. **RITA FINANCE AND LEASING LIMITED** (CIN: L67120DL1981PLC011741), having its registered office at D-328, Basement Floor, Defence Colony, New Delhi- 110024, 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 and half year ended on **30th September, 2023** 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 **BSE Limited and Metropolitan Stock Exchange of India Limited**, we hereby report and certify that during the quarter ended on **30th September, 2023**.

- a) There is 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 Sucheta Gupta & Associates
Company Secretaries**



**Sucheta Gupta
(Proprietor)**

M. No.: F9882

COP No.: 9891

UDIN: F009882E001485136

PRN: 3821/2023 dated 10th July, 2023

**Place: New Delhi
Date: 28.10.2023**

**SUCHETA GUPTA & ASSOCIATES****(PRACTICING COMPANY SECRETARY)**Reg. Off: 1281/38, 2nd Floor, DDA Flat, Madangir, New Delhi-110062

Email-suchetacs@yahoo.co.in Mobile No. 9313005662

RECONCILIATION OF SHARE CAPITAL AUDIT REPORT**(Pursuant to Regulation 76 of the SEDI (Depositories and Participants) Regulation, 2018)**

1.	Report For the Quarter ended	:	30th September , 2023	
2.	ISIN	:	INE018S01016	
3.	Face Value	:	Rs. 10/- {Rupees Ten}	
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	:	D-328, Basement Floor, Defence Colony, New Delhi- 110024	
7.	Telephone & Fax No.	:	011-46772202	
8.	Email Address	:	ritaholdingsltd@gmail.com	
9.	Names of the Stock Exchanges where the company's securities are listed	:	BSE Limited (BSE Scrip Code: 543256) Metropolitan Stock Exchange of India Limited (MSEI Symbol: RFLI)	
		:	No. of Shares	Percentage of Total Issued Capital
10.	Issued capital	:	1,00,00,000	100.00
11.	Listed Capital (Exchange wise) (As per company records) BSE Limited (BSE) Metropolitan Stock Exchange of India Limited (MSEI)	:	1,00,00,000	100.00
12.	Held in Dematerialized Form in CDSL	:	8897008	88.970
13.	Held in Dematerialized Form in NSDL	:	1098095	10.981
14.	Physical	:	4897	.049
15.	Total No. of shares (12+13+14)	:	1,00,00,000	100.00
16.	Reasons for difference if any, between (10&11), (10&15) and (11&15)	:	N.A	

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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						
	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	N.A.		
	Pending for more than 21 days		Nil	Nil	N.A.		
22.	Name, Address & Tel. No. of Compliance Officer	:	Mr. Vijay Jawahar Thakur (Company Secretary & Compliance Officer) Add:- D-328, Basement Floor, Defence Colony, New Delhi- 110024 Tel.No.- 011-46772202, Email Id:- ritaholdingsltd@gmail.com				
23.	Name, Address & Tel No. of the Reconciliation of Share Capital Auditor	:	Ms. Sucheta Gupta (Practising Company Secretary) Add:- 1281/38 2 nd Floor DDA Flat, Madangir, New Delhi-110062 Mob No. 9313005662 Email : suchetacs@yahoo.co.in				



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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 Email: 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 Sucheta Gupta & Associates
Company Secretaries**



**Sucheta Gupta
(Proprietor)**

M. No.: F9882

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