

# 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

To,

The Deputy Manager  
Metropolitan Stock Exchange of India Limited (MSEI)  
4<sup>th</sup> floor, Vibgyor Towers,  
Bandra Kurla Complex,  
Bandra East, Mumbai-400098

Symbol: RFLI  
ISIN INE018S01016

Dear Sir,

**SUB: Proceedings of the 38<sup>th</sup> Annual General Meeting of the members of RITA FINANCE AND LEASING LIMITED (Formerly known as Rita Holdings Limited) will be held on Friday, 27<sup>th</sup> September, 2019, at 11:00 A.M. at 324A, IIIrd Floor, Aggarwal Plaza, Sector-14, Rohini, New Delhi-110085**

The 38<sup>th</sup> Annual General Meeting (“AGM”) held on Friday, 27<sup>th</sup> September, 2019, at 11:00 A.M. at 324A, IIIrd Floor, Aggarwal Plaza, Sector-14, Rohini, New Delhi-110085.

Mr. Pawan Kumar Mittal, Director of the Company chaired the proceedings of the meeting.

The Chairman confirmed that the requisite quorum was present at the meeting and he welcomed the members to the 38<sup>th</sup> Annual General Meeting of the Company. He further gave an overview of the financial performance of the Company for the Financial Year ended March 31, 2019 and its future outlook. The queries raised by the shareholders were duly answered.

The Chairman informed that in accordance with the provisions of Section 108 of the Companies Act, 2013 read with Rule 20 of the Companies (Management and Administration) Rule, 2014 and Regulation 44 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Company had provided the facility of remote e-voting for the resolutions set forth in the Notice of AGM for the approval of Shareholders. The remote e-Voting period had commenced on 24<sup>th</sup> September, 2019 (9:00 a.m.) am and ended on 26<sup>th</sup> September, 2019 (5:00 p.m.). The e-voting module was disabled by NSDL for voting thereafter. He also informed the shareholders that pursuant to Secretarial Standard SS-2, the facility of voting by ballot paper has been arranged for those shareholders who did not cast their votes through remote e-voting.

Accordingly, voting through Ballot process was conducted by the order of the Chairman in presence of the scrutinizer, Mr. Amit Kumar, Practicing Company Secretary, New Delhi, for all the below mentioned resolutions proposed before the meeting.

**Ordinary Business:**

1. To receive, consider and adopt the Audited standalone Financial Statements of the Company for the Financial Year ended March 31, 2019 and the Reports of the Board of Directors and the Auditors thereon.
2. To appoint a Director in the place of Shri Pawan Kumar Mittal, who retires by rotation and, being eligible, offers herself for re-appointment.

The Chairman informed that the outcome on all the above resolutions proposed before the meeting shall be declared after obtaining the Scrutinizers report on the consolidated voting results of remote e-voting and voting through Ballot process.

The Chairman concluded the meeting stating that the consolidated results of Remote E- voting and voting through Ballot process shall be announced within 48 hours of the conclusion of the meeting and the same shall be updated in the website of the Company. Simultaneous intimation shall be sent to you and NSDL within due time.

Please take the above information on record. This is a summary of the proceedings of the 38<sup>th</sup> Annual General Meeting and may not be regarded as the Minutes of the Meeting.

Thanking you.

Yours faithfully,

**For Rita Finance and Leasing Limited**



**Pawan Kumar Mittal**  
(Director)  
DIN: 00749265



**Date:** 27<sup>th</sup> September, 2019  
**Place:** New Delhi