



# SITAL

LEASING AND FINANCE LIMITED  
(An ISO 9001 : 2008 Certified Company)

CIN : L65910HR1983PLC050169  
Website : sitalleasingfinance.com  
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**Regd. Off. :**  
322, 3rd Floor, SS Plaza Commercial Complex  
Mayfield Garden, Sector-47  
Gurgaon, Haryana - 122001

Date: - 27-10-2016

To,  
Department of Corporate Services  
Metropolitan Stock Exchange of India Limited  
Vibgyor Towers, 4th floor, Plot No C 62, G - Block,  
Opp. Trident Hotel, Bandra Kurla Complex, Bandra (E),  
Mumbai – 400 098

**Sub:- Advance Notice for the Board Meeting as per Regulation 29 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 to consider Unaudited Quarterly Financial Results for the quarter ended on 30<sup>th</sup> September 2016 and closure of trading window under the company code of conduct.**

Dear Sir,

With reference to the above mentioned subject, we hereby inform you that the Board Meeting of the Company will be held on Saturday, 12<sup>th</sup> November, 2016 at 12:00 p.m. at the registered office of the Company to consider and take on record Unaudited Quarterly Financial Results as per Regulation 33 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 of the Company for the Quarter ended on 30<sup>th</sup> September, 2016 and to consider any other business, if any.

Further, the Company has decided that the closing period (i.e. closure of trading window) for the Insiders covered under the Company's "Code of Conduct to Regulate, Monitor and Report Trading by Insiders" would commence from 06:00 p.m. on 2<sup>nd</sup> November, 2016 and ends on 48 hours after the results are made public i.e. on 14<sup>th</sup> November, 2016 (both days inclusive).

You are requested to take the above on your records and acknowledge the same.

For Sital Leasing And Finance Limited

  
Rajender Kumar  
(Company Secretary)  
M. No: A39836

Place: Gurgaon