



SITAL

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

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

Date: - 12.05.2016

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 the Audited Quarterly Financial Results for the quarter and Financial year ended on 31st March, 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 **Thursday, 26th May, 2016 at 11:00 a.m.** at the registered office of the Company to consider and take on record the audited Financial Results as per Regulation 33 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 of the Company for the Quarter and financial year ended on 31st March, 2016.

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 19th May, 2016 and ends on 48 hours after the results are made public i.e. on 28th May, 2016 (both days inclusive). This communication had been already circulated to all the Directors/Officers/Designated Employees.

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

Thanking You,

For SITAL LEASING AND FINANCE LIMITED

Rajender Kumar
(Company Secretary)
M. No: A39836

