



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

CIN : L65910HR1983PLC050169
Website : sitalleasingfinance.com
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E-mail : sitalleasing83@gmail.com, sitalleasing@gmail.com

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

Date: 24.10.2018

To,

**The Head- Listing & Compliances
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: Submission of Reconciliation of Share Capital Audit Report under Regulation 55A of SEBI (Depositories and Participants) Regulations, 1996 for the half yearly ended on 30th September, 2018. (SYMBOL: SITAL)

Dear Sir,

With reference to Regulation 55A of the SEBI (Depositories and Participants) Regulations 1996, please find herewith enclosed the Reconciliation of Share Capital Audit Report for the half yearly ended on 30th September, 2018.

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

For Sital Leasing And Finance Ltd.

SURENDRA KUMAR JAIN

(Managing Director)

DIN: 00530035

Place: New Delhi

**RECONCILIATION OF SHARE CAPITAL AUDIT REPORT**For Quarter Ended 1 ISIN :
2 Face Value : 3 Name of the Company
4 Registered Office Address
5 Correspondence Address
6 Telephone & Fax Nos.
7 Email address 8 Names of the Stock Exchanges where the company's securities are listed :

| | Number of shares | % of Total Issued Cap. |
|--|------------------|------------------------|
| 9 Issued Capital | 612573750 | 100 |
| 10 Listed Capital (Exchange-wise) <i>(as per company records)</i> | 612573750 | 100 |

11 Held in dematerialised form in CDSL 57.7412 Held in dematerialised form in NSDL 26.7813 Physical 15.4814 Total No. of shares (12+13+14) 15 Reasons for difference if any, between (10&11) , (10&15) , (11&15) :

16 Certifying the 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. app. pending for SE (Specify Names) |
|----------------|---------------|-----------------------------------|---|---------------------------|---------------------------|--|
| - | - | - | - | - | - | - |

*** 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, updated upto which date 19 Reference of previous quarter with regards to excess dematerialised shares, if any. 20 Has the company resolved the matter mentioned in point no.19 above in the current quarter? If not, reason why?

21 Mentioned 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 | - | - | - |
| Pending for more than 21 days | - | - | - |

22 Name, Telephone & Fax No. of the Compliance Officer of the Co. 23 Name, Address, Tel. & Fax No., Regn. no. of the Auditor 24 Appointment of common agency for share regi if yes (name & address) 25 Any other detail that the auditor may like to provide. (e.g. BIFR company, delisting from SE, company changed its name etc.) Date: 23.10.2018
Place : New DelhiFor Urvashi Verma & Associates
Company Secretaries