



**SITAL**  
LEASING AND FINANCE LIMITED  
(An ISO 9001 : 2015 Certified Company)

CIN : L65910HR1983PLC050169  
Website : sitalleasingfinance.com  
Mob.: +91-9891709895, +91-8800446397  
E-mail : sitalleasing83@gmail.com, sitalleasing@gmail.com

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

**Date: 23.01.2021**

**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 - 400098**

**Subject: Submission of Reconciliation of Share Capital Audit Report under Regulation 76 of the SEBI (Depositories and Participants) Regulations, 2018 for the quarter ended on 31<sup>st</sup> December, 2020. (SYMBOL: SITAL)**

Dear Sir,

With reference to Regulation 76 of the SEBI (Depositories and Participants) Regulations, 2018 (erstwhile Regulation 55A of the SEBI (Depositories and Participants) Regulations, 1996), please find herewith enclosed the Reconciliation of Share Capital Audit Report for the quarter ended on 31st December, 2020.

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

**Thanking You**

**For and on the behalf of**  
**Sital Leasing and Finance Limited**

For SITAL LEASING AND FINANCE LTD

  
Director/Authorised Signatory

**Surendra Kumar Jain**  
**Managing Director**  
**DIN: 00530035**

**Parul Agrawal & Associates.**  
**Company Secretaries**

Add : U 180, 4<sup>th</sup> Floor, Shakarpur , Delhi-110092

M. No. +91-9554649629

Email : [csparulagwl@gmail.com](mailto:csparulagwl@gmail.com)



Dated-19/01/2021

Metropolitan Stock Exchange of India Limited (MSEI)  
Vibgyor Towers, 4th floor, Plot No C 62,  
G - Block, Opp. Trident Hotel, Bandra Kurla Complex,  
Bandra (E), Mumbai – 400098

Scrip Code: SITAL

Dear Sir(s),

Subject: Reconciliation of Share Capital Audit of Sital Leasing And Finance Ltd.

Pursuant to Regulation 76 of the SEBI (Depository and Participant) Regulation, 2018 (erstwhile Regulation 55A of the SEBI (Depository and Participant) Regulation, 1996, Please find enclosed herewith a Reconciliation Share Capital Audit by the Practicing Company Secretary for the Quarter ended **31/12/2020** with regard to reconciliation of the total admitted Capital with the Depository and total issued and listed capital.

Thanking you

For Parul Agrawal & Associates

CS Parul Agrawal  
C.P. No. 22311;  
Membership No. A35968



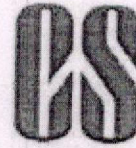
# Parul Agrawal & Associates.

## Company Secretaries

Add : U 180, 4<sup>th</sup> Floor, Shakarpur , Delhi-110092

M. No. +91-9554649629

Email : [csparulagwl@gmail.com](mailto:csparulagwl@gmail.com)



### RECONCILIATION OF SHARE CAPITAL AUDIT REPORT

| 1. For Quarter Ended  | 31.12.2020  |   |   |                                 |                                 |  |
|---|---|---|---|---------------------------------|---------------------------------|--|
| 2. ISIN   | INE341001029  |   |   |                                 |                                 |  |
| 3. Face Value   | Rs. 1/- per share   |   |   |                                 |                                 |  |
| 4. Name of the Company  | Sital Leasing And Finance Ltd   |   |   |                                 |                                 |  |
| 5. Registered Office Address  | Office No. 322, 3 <sup>rd</sup> Floor, S.S. Plaza<br>Commercial Complex, Mayfield Garden,<br>Sector - 47, Gurgaon - 122001. |   |   |                                 |                                 |  |
| 6. Correspondence Address   | 16/121-122, Jain Bhawan, Faiz Road, Karol<br>Bagh, New Delhi - 110005.  |   |   |                                 |                                 |  |
| 7. Telephone & Fax Nos.   | Phone No. 8800446397 and Fax number- Not<br>available   |   |   |                                 |                                 |  |
| 8. Email address  | sitalleasing83@gmail.com  |   |   |                                 |                                 |  |
| 9. Name of the Stock Exchanges where the<br>company's securities are listed   | METROPOLITAN STOCK EXCHANGE   |   |   |                                 |                                 |  |
|   | Number of Shares  | % of Total issued<br>Capital              |   |                                 |                                 |  |
| 10. Issued Capital  | 61,25,73,750  | 100%                                      |   |                                 |                                 |  |
| 11. Listed Capital (Exchange-wise)<br>(As per company Record)   | 61,25,73,750  | 100%                                      |   |                                 |                                 |  |
| 12. Held in Dematerialized form in CDSL   | 37,63,95,139  | 61.44%                                    |   |                                 |                                 |  |
| 13. Held in Dematerialized form in NSDL   | 15,41,79,811  | 25.17%                                    |   |                                 |                                 |  |
| 14. Physical  | 8,19,98,800   | 13.39%                                    |   |                                 |                                 |  |
| 15. Total No. of Shares (12+13+14)  | 61,25,73,750  | 100%                                      |   |                                 |                                 |  |
| 16. Reasons for difference if any, between<br>(10&11),(10&15),(11&15)   | N.A.  |   |   |                                 |                                 |  |
| 17. Certifying the details of changes in Share capital during the quarter under consideration as per<br>Table below:  |   |   |   |                                 |                                 |  |
| Particulars   | No. of<br>Shares  | Applied/<br>Not<br>applied<br>For listing | Listed on<br>Stock<br>Exchanges<br>(Specify<br>Names) | Whether<br>Intimated<br>to CDSL | Whether<br>Intimated<br>To NSDL | In-Principle<br>Approval<br>Pending for<br>SE(specify<br>Name) |
| NA  | NA  | NA  | NA  | NA                              | NA                              | NA   |
| 18. Register of Members is update (Yes/No)<br>If not, updated up to which date  |   |   |   | Yes                             |                                 |  |
|   |   |   |   | N.A.                            |                                 |  |
| 19 Reference of previous quarter with regards to<br>excess Dematerialized shares, if any                              |   |   |   | N.A.                            |                                 |  |
| 20. Has the Company resolved the matter<br>mentioned in point no .19 above the current<br>quarter? If not reason why? |   |   |   | N.A.                            |                                 |  |



**Parul Agrawal & Associates.**  
**Company Secretaries**

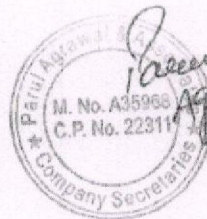
Add : U 180, 4<sup>th</sup> Floor, Shakarpur , Delhi-110092  
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| 21. Mentioned the total no. of requests, if any, confirmed after 21 days and the total no. of request pending beyond 21 days with the reasons for delay in the quarter: |                 |   |                  |
|---|-----------------|---|------------------|
| Total No. of demat requests   | No. of requests | No. of shares   | Reason for delay |
| Confirmed after 21 days   | NIL             | NIL   | N.A.             |
| Pending for more than 21 days   | NIL             | NIL   | N.A.             |
| 22. Name, Telephone & Fax No., of the Compliance Officer of the Co.   |                 | Ms. Nishu Jain<br>Company Secretary cum Compliance officer<br>Telephone No. 011-23532539 and Fax number-<br>Not available |                  |
| 23. Name, Address, Tel. & Fax No. ,<br>Registration no. of the certifying<br>CA/Company Secretary   |                 | Ms. Parul Agrawal<br>U-180, 4 <sup>th</sup> Floor, Shakarpur, Delhi-110092.<br>CP- 22311                                  |                  |
| 24. Appointment of common agency for<br>share registry work, if yes (Name & Address)  |                 | Bigshare Services Pvt. Ltd<br>302, Kushal Bazar, 32-33, Nehru Place, New<br>Delhi-110019                                  |                  |
| 25. Any other detail that the CA/CS May like to<br>provide (e.g. BIFR company, delisting from SE)   |                 | NIL   |                  |

For Parul Agrawal & Associates

Date : 19/01/2021  
Place: New Delhi  
UDIN: A035968B002070264



Parul Agrawal  
C.P. No. 22311  
Membership No. A35968