



**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: 24-10-2019**

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 and half year ended on 30<sup>th</sup> September, 2019. (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 and half year ended on 30th September, 2019.

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

**Thanking You**

**Yours Faithfully**

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



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

## **B. Kaushik & Associates.**

**Company Secretaries.**

101 - Abhishek Business Centre.

D-248/10 Laxmi Nagar, Delhi-110092.

Email: [pcsbhk@gmail.com](mailto:pcsbhk@gmail.com) Web site: <http://bkacs.com>

Phone No: +91-11-43632828 Mobile No: +91-9716322357 +91- 9015450050 .



**Dated-24/10/2019**

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 Sirs,

**Subject: Reconciliation of Share Capital Audit**

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 30/09/2019 with regard to reconciliation of the total admitted Capital with the Depository and total issued and listed capital.

Thanking you

For B Kaushik & Associates



CS Bhupendra Kaushik  
C.P. No. 12453;  
Membership No. F9884

## B. Kaushik & Associates.

Company Secretaries.

101 - Abhishek Business Centre.

D-248/10 Laxmi Nagar, Delhi-110092.

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Phone No: +91-11-43632828 Mobile No: +91-9716322357 +91- 9015450050 .



### RECONCILIATION OF SHARE CAPITAL AUDIT REPORT

1. For Quarter Ended	30.09.2019					
2. ISIN	INE341O01029					
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 Commercial Complex, Mayfield Garden, Sector – 47, Gurgaon – 122001.					
6. Correspondence Address	16/121-122, Jain Bhawan, Faiz Road, Karol Bagh, New Delhi - 110005.					
7. Telephone & Fax Nos.	Phone No.8800446397 and Fax number- Not available					
8. Email address	sitalleasing83@gmail.com					
9. Name of the Stock Exchanges where the company's securities are listed	METROPOLITAN STOCK EXCHANGE					
	Number of Shares	% of Total issued Capital				
10. Issued Capital	61,25,73,750	100%				
11. Listed Capital (Exchange-wise) (As per company Record)	61,25,73,750	100%				
12. Held in Dematerialized form in CDSL	37,57,14,436	61.3337%				
13. Held in Dematerialized form in NSDL	15,29,98,014	24.9763%				
14. Physical	8,38,61,300	13.6900%				
15. Total No. of Shares (12+13+14)	<b>61,25,73,750</b>	<b>100%</b>				
16. Reasons for difference if any, between (10&11),(10&15),(11&15)	N.A.					
17. 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-Principle Approval Pending for SE(specify Name)
NA	NA	NA	NA	NA	NA	NA
18. Register of Members is update (Yes/No) If not, updated up to which date					Yes	
					N.A.	
19 Reference of previous quarter with regards to excess Dematerialized shares, if any					N.A.	
20. Has the Company resolved the matter mentioned in point no .19 above the current quarter? If not reason why?					N.A.	



**B. Kaushik & Associates.**  
**Company Secretaries.**



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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 Company Secretary cum Compliance officer	
		Telephone No. 011-23532539 and Fax number- Not available	
23. Name, Address, Tel. & Fax No. , Registration no. of the certifying CA/Company Secretary		Mr. Bhupendra Kaushik Abhishek Business Centre, Office No. 101, D-248/10, Near Metro Station Gate No. 1, Laxmi Nagar, Delhi – 110092. CP- 12453	
24. Appointment of common agency for share registry work, if yes (Name & Address)		Bigshare Services Pvt. Ltd 302, Kushal Bazar, 32-33, Nehru Place, New Delhi-110019	
25. Any other detail that the CA/CS May like to provide (e.g. BIFR company, delisting from SE)		NIL	

For B Kaushik & Associates

Date : October 24, 2019

Place: New Delhi

UDIN: F009884A000160265



Bhupendra Kaushik  
C.P. No. 12453  
Membership No. F9884