



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: 21.07.2020

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 30th June, 2020. (SYMBOL: SITAL)

Dear Sir,

With reference to Regulation 76 of the SEBI (Depositories and Participants) Regulations, 2018, please find herewith enclosed the Reconciliation of Share Capital Audit Report for the quarter ended on 30th June, 2020.

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

**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

**Address: 555, Double Story Market
New Rajinder Nagar, New Delhi 110060**

B. Kaushik & Associates.

Company Secretaries

Add 1: 101 - Abhishek Business Centre, D-248/10 Laxmi Nagar, Delhi - 110092

Add 2: U-180, 4th Floor, Near Kotak Mahindra Bank, Shakarpur, Delhi-110092

M. No. +91-9716322357; +91-9015450050

Email: pesbhk@gmail.com Web: bkacs.com

Cell. +91-11-43042828 +91-11-43162828 +91-11-43632828



Dated-16/07/2020

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 **30/06/2020** 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

Add 1: 101 - Abhishek Business Centre, D-248/10 Laxmi Nagar, Delhi - 110092
 Add 2: U-180, 4th Floor, Near Kotak Mahindra Bank, Shakarpur, Delhi-110092
 M. No. +91-9716322357; +91-9015450050
 Email : pcsbhk@gmail.com Web: bkacs.com
 Cell. +91-11-43042828 +91-11-43162828 +91-11-43632828



RECONCILIATION OF SHARE CAPITAL AUDIT REPORT

| 1. For Quarter Ended | 30.06.2020 | | | | | |
|---|---|----------------------------------|---|---------------------------|---------------------------|--|
| 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 rd 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 | 37,69,72,411 | | 61.539% | | | |
| 13. Held in Dematerialized form in NSDL | 15,36,02,539 | | 25.075% | | | |
| 14. Physical | 8,19,98,800 | | 13.386% | | | |
| 15. Total No. of Shares (12+13+14) | 61,25,73,750 | | 100% | | | |
| 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

Add 1:101 - Abhishek Business Centre,D-248/10 Laxmi Nagar, Delhi -110092
Add 2: U-180, 4th Floor, Near Kotak Mahindra Bank, Shakarpur, Delhi-110092
M. No. +91-9716322357; +91-9015450050
Email : pesbhk@gmail.com Web: bkacs.com
Cell. +91-11-43042828 +91-11-43162828 +91-11-43632828



| 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 : 16/07/2020
Place: New Delhi
UDIN: F009884B000461148



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