



# 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: 11.01.2022

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> March, 2021. (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 31<sup>st</sup> March, 2021.

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-10/01/2022

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 31/12/2021 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  
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**RECONCILIATION OF SHARE CAPITAL AUDIT REPORT**

1. For Quarter Ended	<b>31.12.2021</b>					
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 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	36,22,56,543	59.14%				
13. Held in Dematerialized form in NSDL	16,83,18,407	27.48%				
14. Physical	8,19,98,800	13.38%				
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.		



## 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 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		Ms. Parul Agrawal U-180, 4 <sup>th</sup> Floor, Shakarpur, Delhi-110092. CP- 22311	
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	

Date : 10/01/2022

Place: New Delhi

UDIN: A035968C002112372

For Parul Agrawal & Associates



Parul Agrawal

C.P. No. 22311

Membership No. A35968