



January 17, 2024

To,
The Corporate Relations Department,
The National Stock Exchange of India Limited,
Exchange Plaza, 5th Floor,
Plot No. C/1, G-Block, Bandra-Kurla Complex,
Bandra (East), Mumbai – 400051

To,
The Corporate Relations Department,
Department of Corporate Services,
BSE Limited,
25th Floor, Phiroze Jeejeebhoy Towers,
Dalal Street, Mumbai – 400001

Re: Script Symbol “EMBASSY”, Scrip Code 542602, Scrip Code 973434, 973545, 973546, 973910, 974885, 975051, 975056 and 975311 (NCDs) and Scrip Code 726239 and 726240 (CPs).

Dear Sir/ Madam,

Subject: Submission of Statement of Investor Complaints for the quarter ended December 31, 2023.

Pursuant to Clause 4.16 of Chapter 4 of SEBI Master Circular no. SEBI/HO/DDHS-PoD-2/P/CIR/2023/116, dated July 06, 2023, and Regulation 13 of the Securities Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Statement of Investor Complaints for the quarter ended December 31, 2023, is set out below:

For the quarter ended December 31, 2023		
Details of Investor Complaints	All complaints including SCORES complaints	SCORES complaints
Number of investor complaints pending at the beginning of the quarter i.e., as on October 01, 2023	Nil	Nil
Number of investor complaints received during the quarter (from October 01, 2023, to December 31, 2023)	Nil	Nil
Number of investor complaints disposed of during the quarter (from October 01, 2023, to December 31, 2023)	Nil	Nil
Number of investor complaints pending at the end of the quarter i.e., as on December 31, 2023	Nil	Nil
Average time taken for redressal of complaints for the quarter	NA	NA

Complaints pending during the quarter ended December 31, 2023							
Particulars	Less than 1 month	1-3 months	3-6 months	6-9 months	9-12 months	Greater than 12 months	Total
All complaints	Nil	Nil	Nil	Nil	Nil	Nil	Nil
SCORES complaints	Nil	Nil	Nil	Nil	Nil	Nil	Nil

Complaints resolved during the quarter ended December 31, 2023							
Particulars	Less than 1 month	1-3 months	3-6 months	6-9 months	9-12 months	Greater than 12 months	Total
All complaints	Nil	Nil	Nil	Nil	Nil	Nil	Nil
SCORES complaints	Nil	Nil	Nil	Nil	Nil	Nil	Nil

Thanking you,

For and on behalf of **Embassy Office Parks REIT** acting through its Manager, **Embassy Office Parks Management Services Private Limited**

Vinitha Menon
Company Secretary and Compliance Officer
A25036