

RITA FINANCE AND LEASING LIMITED

(Formerly known as Rita Holdings Limited)

Regd. Off.: 324A, IIIrd Floor, Aggarwal Plaza, Sector-14, Rohini, New Delhi 110085

E-mail: info@ritaholdings.in, ritaholdingsltd@gmail.com; Website: www.ritaholdings.in; Tel.: 011-45689444

CIN: L67120DL1981PLC01174

December 09, 2021

To,

Department of Corporate Relations BSE Limited P. J. Towers, Dalal Street, Fort Mumbai-400 001	Metropolitan Stock Exchange of India Limited (Formerly Known as MCX Stock Exchange Limited) 4 th Floor, Vibgyor Towers, Bandra Kurla Complex, Bandra East, Mumbai - 400 098
Security Code: 543256	Symbol: RFL

SYM:RFL
ISIN: INE018S01016

Sub: Intimation pursuant to the Regulation 30(2)/(4) read with clause 7 of Para A of Part A of Schedule III of SEBI (LODR) Regulations, 2015 for Resignation of the Company Secretary and Compliance officer/Change in KMP of the Company.

Ref: SEBI Circular No. CIR/CFD/CMD/4/2015 dated September 09, 2015

Dear Sir/Madam,

We would like to inform you that Ms. Neha Anuj (ACS:48171) has ceased to be Company Secretary and Compliance officer of the Company w.e.f. 09/12/2021 due to unavoidable personal reasons.

The company has accepted his resignation and relieved her from the responsibilities w.e.f closing of working hours December 09,2021. Her successor shall be appointed shortly and the same shall be intimated to the Stock Exchanges.

The particulars of the resignation of Ms. Neha Anuj (ACS:48171) as the Company Secretary and Compliance officer are as under:

S. No.	Particulars	Disclosures
1.	Reason for change viz. appointment, resignation, removal, death or otherwise	Resignation due to unavoidable personal reasons.
2.	Date of cessation	09/12/2021
3.	Brief profile (in case of appointment)	N.A.
4.	Disclosure of Relationships between directors (in case of appointment of a director)	N.A.

You are requested to please take on record the above said information for resignation of the Company Secretary.

Thanking You,
Yours Faithfully,

For Rita Finance and Leasing Limited


Kiran Mittal
Director
DIN: 00749457



Place: New Delhi

Encl: copy of resignation letter

Date: 09.12.2021

To,
THE BOARD OF DIRECTORS
RITA FINANCE AND LEASING LIMITED
324A, IIIrd Floor, Aggarwal Plaza,
Sector-14, Rohini New Delhi - 110085

Dear Sir/Madam,

Subject: Resignation from the post of Company Secretary & Compliance Officer of the Company

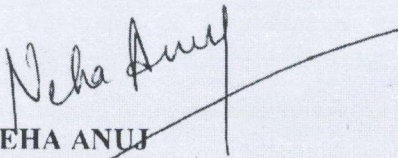
I, Neha Anuj, hereby tender my resignation from the post of Company Secretary & Compliance Officer of M/s Rita Finance And Leasing Limited with effect from 9th Day of December, 2021 due to unavoidable personal reasons.

Kindly acknowledge the receipt of this resignation letter and relieve me from the aforesaid post with immediate basis i.e. from 9th Day of December, 2021. Further, I request you to complete all the formalities with regard to my resignation including filing of required forms with the Ministry of Corporate Affairs and intimating the other relevant authorities as may be required.

I thank the Board of Directors for giving me the opportunity and assistance to discharge my duties during my tenure as Company Secretary & Compliance Officer of the Company.

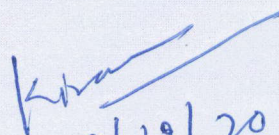
I request you to please provide me an acknowledgement of the receipt of this letter and a copy of the e-Form DIR-12 filed with the Ministry of Corporate Affairs to that effect, for my reference and record.

Thanks & Regards ○


NEHA ANUJ
COMPANY SECRETARY & COMPLIANCE OFFICER
ADDRESS: B-3 HOUSE NO. 79 SECTOR-34 NOIDA-201301
eCSIN: RA048171C000052441

CERTIFIED TRUE COPY




9/12/2021