

RITA FINANCE AND LEASING LIMITED

CIN: L67120DL1981PLC011741

Registered Office: D-328, Basement Floor, Defence Colony, New Delhi- 110024

E-mail: ritaholdingsltd@gmail.com; Website: www.ritafinance.in; Tel.: 011-46772202

30th September 2023

To,
The Listing Department,
Metropolitan Stock Exchange of India Limited,
205(A), 2nd floor, Piramal Agastya Corporate
Kamani Junction, LBS Road, Kurla
(West), Mumbai – 400070
MSEI Symbol: RFLI

To,
The Listing Department,
BSE Limited
Phiroze Jeejeebhoy Towers, Park,
Dalal Street, Mumbai-400001
Scrip Code: 543256

Subject: Intimation under Regulation 30 Of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015.

Dear Sir(s),

With reference to above captioned subject and Pursuant to Regulation 30 read with Para A of Part A of Schedule III of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, we would like to inform you that Mr. Shubham Joshi, vide its resignation letter dated 07th September, 2023 has tendered his resignation from the post of Company Secretary and Compliance Officer. The company has accepted his resignation w.e.f closing of working hours September 07,2023. The company informed the Stock Exchange about the resignation as on 08th September, 2023.

With regard to the discussion between Company Secretary and Board of Directors of the company, it was mutually decided to relieve Mr. Shubham Joshi, Company Secretary of the company **w.e.f 30th September, 2023**. The resignation letter is attached as **Annexure-A**.

The particulars of the resignation of Mr. Shubham Joshi (M. No. A69994) as the Company Secretary and Compliance officer are as under:

S. No.	Particulars	Details
1.	Reason for change viz. appointment, resignation, removal, death or otherwise	Resignation due to personal reasons.
2.	Date of cessation	Closing of working hours 30/09/2023.
3.	Brief profile (in case of appointment)	N.A.
4.	Disclosure of Relationships between directors (in case of appointment of a director)	N.A.
5.	Resignation letter	Attached

You are requested to take note of the same and make necessary changes in your records.

Thanking You,

For **Rita Finance and Leasing Limited**

Pawan Kumar Mittal

(Director)

DIN: 00749265

**Off. Add: D- 328, Basement Floor,
Defence Colony, New Delhi - 110024**

**To,
The Board of Directors
Rita Finance and Leasing Limited
D-328 Basement Floor Defence Colony
New Delhi- 110024**

Subject: Resignation from the office of Company secretary of the company

With reference to resignation letter dated 07/09/2023 I am writing to inform you that I am formally resign from my position as Company Secretary at effective from September 30, 2023. This decision has been reached following a discussion between the Company Secretary and the Board of Directors, and it has been mutually agreed upon.

I want to express my sincere gratitude for the opportunities I have had during my tenure at Rita Finance and leasing Limited. Working here has been a valuable experience that has contributed significantly to my professional growth. I have had the privilege of working with a team of dedicated and talented individuals, and I am proud of the contributions we have made together during my time here.

I request you to please provide me an acknowledgement for receipt of the resignation and a copy of the Form DIR-12 filed with the Registrar of Companies to that effect for my reference and record.

Yours Faithfully


Shubham Joshi
Company Secretary and Compliance Officer

Date: 30/09/2023
Place: Delhi