

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.: 011-45689444

07th September, 2023

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

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

Subject: Outcome of the Board Meeting held on 07th September, 2023

Dear Sir(s),

This is to inform you that the meeting of Board of Directors of Rita Finance and Leasing Limited (“the Company”) held today i.e. **Thursday, 07th September, 2023** which was commenced at 04:00 P.M. and concluded at 05:00 P.M. have approved and taken on record the following items in the meeting:

1. Approved the draft notice of Forty Second (42nd) Annual General Meeting of the Company to be held on Saturday the 30th day of September, 2023 at 01:30 P.M. at ‘Metro Grill’ 415, 4th Floor, Citi Centre Mall, Sec-10, Rohini, New Delhi-110085.
2. Approved the Draft Director’s Report along with Management Discussion and Analysis Report and with other annexures for the Financial Year ended March 31, 2023.
3. Appointed M/s. Meenu G. & Associates, Company Secretaries as scrutinizer for the purpose of scrutinizing the remote e-voting and physical ballot process at Annual General Meeting of the Company
4. Pursuant to Section 91 of the Companies Act, 2013 and Regulation 42 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 the Board decided to Close its Register of Members and Share Transfer Books of the Company from Sunday the 24th day of September, 2023 to Saturday the 30th day of September, 2023 (both days inclusive).
5. The Board has fixed 1st September, 2023 as the date for the purpose of determining the shareholders/members of the Company for dispatching the Notice of AGM.
6. Pursuant to Section 108 and Rule 20 of the Companies Act, 2013 and Pursuant to Regulation 42 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Board fixed Saturday, 23rd September, 2023 as the Cut-Off Date for the purpose of determining shareholders for e-voting at the AGM of the Company.

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7. To re-appoint Ms. Kiran Mittal (DIN: 00749457), who retires by rotation in accordance with the Articles of Association of the Company and being eligible, offers himself for re-appointment.

8. Recommendation to shareholders to appoint Ms. Meenu Jain (DIN: 07072779) as Independent Director of the company who was appointed as additional Independent Director in the Board Meeting held on 25th August 2023.

Kindly take the same on your records.

**Thanking You,
For Rita Finance and Leasing Limited**

**Shubham Joshi
(Company Secretary and Compliance Officer)
Office Address: D-328 Basement Floor,
Defence Colony, New Delhi - 110024**