

# RITA FINANCE AND LEASING LIMITED

Regd. Off.: 325, IIIrd Floor, Aggarwal Plaza, Sector-14, Rohini, New Delhi 110085  
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CIN: L67120DL1981PLC011741

**04/09/2024**

To

Department of Corporate Relations BSE Limited P. J. Towers, Dalal Street, Fort Mumbai-400 001	Metropolitan Stock Exchange of India Limited 205(A), 2nd floor, Piramal Agastya Corporate Park, Kamani Junction, LBS Road, Kurla (West), Mumbai – 400070
Security Code: 543256	Symbol: RFLI

**Sub : Intimation of Book Closure and Record date**

Dear Sir,

Pursuant to Clause 42 (2) of the SEBI (Listing Obligations and Disclosure requirements) Regulations, 2015, we wish to inform you that Share Transfer Books and Registers of Members of the Company will remain closed during the period from **Tuesday, September 24, 2024 to Monday, September 30, 2024** (both days inclusive) for the purpose of **Annual General Meeting** of the Company to be held on **Monday, September 30, 2024**.

Further the Company is pleased to offer Remote E-Voting facility to its Members to enable them to cast their votes electronically and has fixed **September 23, 2024** as the "**cut-off date**" for determining the eligibility of shareholders to vote electronically.

Please note that e-voting period will commence from **27th September 2024 (9:00 a.m.)** and will end on **29th September 2024 (5:00 p.m. )**

Kindly take the above information on record and oblige.

Thanking You,  
Yours Faithfully,

**For Rita Finance and Leasing Limited**  
(Formerly Rita Holdings Limited)

**Pawan Kumar Mittal**  
Director  
DIN: 00749265