

# ONLINE INFORMATION TECHNOLOGIES LIMITED

REGD. OFF.: 205, HARIBOL ROY MARKET, 2<sup>ND</sup> FLOOR, A.T.ROAD, GUWAHATI-781001

CORP. OFF.: 21/7, SAHAPUR COLONY, GROUND FLOOR, KOLKATA-700053

CIN: L74140AS1985PLC002335

Web: [onlineinfotech.co.in](http://onlineinfotech.co.in)

E-mail ID: [online.information@yahoo.com](mailto:online.information@yahoo.com)

Phone No.: +91 9163513015

Date : January 15, 2025

To,  
Head- Listing & Compliance  
Metropolitan Stock Exchange of India Limited (MSEI),  
4th Floor, Vibgyor Towers, Plot No. C 62,  
G Block, Opp. Trident Hotel,  
Bandra Kurla Complex, Bandra (E),  
Mumbai – 400 098.

**Sub: Submission of Covering letter of Reconciliation of Share Capital Audit Report as per Regulation 76 of the Securities and Exchange Board of India (Depositories and Participants) Regulation, 2018**

Dear Sir,

Please find enclosed herewith covering letter of Reconciliation of Share Capital Audit Report as per Regulation 76 of the Securities and Exchange Board of India (Depositories and Participants) Regulation, 2018 for the Quarter ended on December 31, 2024 for your necessary records and kind perusal.

Request to update your records.

Thanking You.

Yours Faithfully,

**For Online Information Technologies Limited**

SANDIP  
KUMAR  
SINGH

Digitally signed by  
SANDIP KUMAR SINGH  
Date: 2025.01.15  
17:29:04 +05'30'

**Sandip Kumar Singh**

**Director**

**DIN: 08443518**

**Encl: As above**



RECONCILIATION OF SHARE CAPITAL AUDIT

(Regulation 76 of SEBI (Depositories and Participants) Regulations, 2018)

1	For the Quarter Ended	:	31st December, 2024			
2	ISIN	:	INE831F01019			
3	Face Value	:	₹ 10/-			
4	Name of Company	:	Online Information Technologies Limited 205, Haribol Roy Market, 2nd Floor A. T.			
5	Registered Office Address	:	Road Near Saraf Building Guwahati Kamrup 781001			
6	Correspondence Office Address	:	21/7, Sahapur Colony Ground Floor Kolkata 700053			
7	Telephone No. & Fax No.	:	Tel. : +91-9163513467			
8	Email Address	:	<a href="mailto:online.information@yahoo.com">online.information@yahoo.com</a>			
9	Name of Stock Exchange where the Company's securities are listed	:	MSEI Limited			
10	Issued Capital		<u>No. of Shares</u> 15928100		<u>%of Issued Capital</u> 100.00%	
11	Listed Capital (Exchange wise)	:	<u>No. of Shares</u> MSEI Limited 15928100		<u>%of Issued Capital</u> 100.00%	
12	Held in dematerialized form in NSDL	:	8266830		51.90%	
13	Held in dematerialized form in CDSL	:	NIL		00.00%	
14	Physical	:	7661270		48.10%	
15	Total No. of Shares (12+13+14)	:	15928100		100.00%	
16.	Reason for difference if any, between (10&11), (10&15), (11&15)	:	Not Any			
17.	Certifying the details of changes in share capital during the quarter under consideration as per Table below:-					
	Particulars*	No. of Shares	Applied/Not Applied for Listing	Listed on Stock Exchange (Specify Names)	Whether intimated to NSDL/CDSL	In-Principal approval pending from SE (Specify Name)
	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
18.	Register of Members is updated (Yes/No) If not, updated up to which date					: Yes
19.	Reference of Previous quarter with regards to excess dematerialized shares if any					: N.A.
20.	Has the Company resolved the matter mentioned in point no. 19 above in the current quarter, If not, reason why?					: N.A.



21. Mention the total no. of requests, if any, confirmed after 21 days and the total no. of requests pending beyond 15 days, with the reason for delay:

Total No. of Demat Requests	No. of Request	No. of Shares	Reasons for delay
Confirmed after 21 days	Nil	Nil	Nil
Pending for more than 21 days	Nil	Nil	Nil

22. Name, Telephone & Fax No. of the Compliance Officer of the

Company: Smt. Sunanda Bothra, (CS & Compliance Officer)  
Membership No. : ACS 45605

23. Name, Address, Telephone & Fax No., Registration of Auditor:

**Sanjay Kumar Vyas**  
Company Secretaries  
20, Pannalal Basak Lane, Howrah – 711 204  
Mobile: +91 98747 30085, Email: sanjayvyas1802@gmail.com

24. Appointment of Common Agency for share Registry Work:

**ABS CONSULTANT PVT.LTD.**  
"STEPHEN HOUSE", ROOM No.99, 6TH  
FLOOR, 4, B.B.D.BAG (EAST), KOLKATA –  
700001.

25. Any other detail that the auditor may like to provide: **N.A.**

Sanjay Kumar Vyas  
Digitally signed by  
Sanjay Kumar Vyas  
Date: 2025.01.15  
13:25:59 +05'30'

**SANJAY KUMAR VYAS**  
Practicing Company Secretary  
ACS No. 55689, C.P. No.  
21598 PRC No: 1856/2022

Place: Kolkata  
Date: January 15, 2025

UDIN: A055689F003684600