

January 24, 2020.

To,
The Listing Department,
National Stock Exchange of India Limited,
Exchange Plaza, C-1, Block G,
Bandra Kurla Complex,
Bandra (E), Mumbai- 400 051

Dear Sir/Madam,

Sub: Reconciliation of Share Capital Audit Report for quarter ended December 31,2019.
Ref: Regulation 76 of the Securities and Exchange Board of India (Depositories and Participants) Regulations, 2018.

Symbol: KAPSTON

Pursuant to Regulation 76 of the SEBI (Depositories and Participants) Regulations, 2018, please find enclosed the reconciliation of share capital audit report for the quarter ended December 31,2019.

This is for your information and records.

Thanking you,

For Kapston Facilities Management Limited


Amreen Gulnaaz
Company Secretary and Compliance Officer



REGISTERED OFFICE: # 287, MIG – 2, IX Phase, KPHB, Hyderabad, Telangana - 500 072, **Ph:** 98487 78241

CORPORATE OFFICE: Plot # 75, Kavuri Hills, Madhapur, Hyderabad, Telangana - 500034, **Ph:** 98487 78243

Control Room: +91 96 4050 4050 (24X7) **Email:** info@kapstonfm.com **Website:** www.kapstonfm.com

CIN. No. L15400TG2009PLC062658



RECONCILIATION OF SHARE CAPITAL AUDIT

1. For Quarter Ended	DECEMBER 31, 2019	
2. ISIN	INE542Z01010	
3. Face Value	Equity - ₹ 10/- each share	
4. Name of the Company	KAPSTON FACILITIES MANAGEMENT LIMITED	
5. Registered Office Address	Plot No. 287, MIG-2, IX Phase KPHB, Kukatpally, Hyderabad, Telangana-500072.	
6. Correspondence Address	Plot No 75, Kavuri Hills, Madhapur, Hyderabad, Telangana- 500034	
7. Telephone No.	9100118844	
8. Email address	cs@kapstonfm.com	
9. Names of the Stock Exchanges where the company's securities are listed.	National Stock Exchange of India Limited-EMERGE (NSE-EMERGE)	
	Number of Shares	% of Total Issued Capital
10. Issued Capital	86,94,909	100.00
11. Listed Capital	86,94,909	100.00
12. Held in Dematerialization Form in CDSL	68,64,714	78.95
13. Held in Dematerialization Form in NSDL	18,30,195	21.05
14. Physical	0	0.00
15. Total No. of Shares (12+13+14)	86,94,909	100.00
16. Reasons for Differences, if any	NA	

17. Certifying the Details of Changes in Share Capital during the quarter under consideration as per the table below:

Particulars	No. of Shares	Applied/ Not Applied for listing	Listed on Stock Exchanges (Specify Names)	Whether intimated to CDSL	Whether intimated to NSDL	In Prin. Appr. Pending for SE (Specify Names)
NA	NA	NA	NA	NA	NA	NA

18. Register of Members is Updated (Yes / No) Yes **NA**
If not, updated up to which date

19. Reference of previous quarter with regard to excess dematerialized shares, if any **NA**

20. Has the Company resolved the matter mentioned in point no.19 above in the current quarter? If not, reason why **NA**



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21. Mentioned the total number of requests, if any, confirmed after 21 days and the total number of requests pending beyond 21 days with the reasons for delay.

	No of Requests	No. of Shares	Reasons for Delay
Confirmed after 21 Days	NIL	NA	NIL
Pending for more than 21 days	NIL	NA	NIL

22. Details of the Compliance Officer of the Company:

Name	Telephone No.
Amreen Gulnaaz Company Secretary	9100118844

23. Details of the Auditor:

Name & Registration No	Address	Telephone No.	Tele Fax No.
D.S. Rao C.P. No. 14487	P.S. Rao & Associates, Company Secretaries 6-3-347-22/2, Flat-10, 4 th Floor, Dwarakapuri Colony, Panjagutta, Hyderabad-82.	(040)23352185	(040)23352186

24. Appointment of Common Agency for the Share Registry Work:

Yes

Name	Address	Telephone No.	Fax No.
Big Shares Services Private Limited	06, Right Wing, Amrutha Ville, Opp.Yasodha Hospital, Somajiguda, Raj Bhavan Road, Hyderabad - 500 082.	040- 2337 4967 040- 2337 0295	040-2337 0295

25. Any other detail that the auditor may like to provide (e.g. BIFR Company, De-listing from SE, Company changed its name its): NA

Place: Hyderabad
Date: 24/01/2020

For P.S. RAO & ASSOCIATES
Company Secretaries



D.S. Rao

D.S RAO
Company Secretary
M. No.: 12394
C.P. No.: 14487
UDIN: A012394B000091396