

**RECONCILIATION OF SHARE CAPITAL AUDIT**

- |    |   |  |
|----|---|--|
| 1. | For Quarter ended   | 31 <sup>st</sup> March 2018  |
| 2. | ISIN  | INE572B01018   |
| 3. | Face Value  | Rs.10/-  |
| 4. | Name of the Company   | ENCORE BUSINESS SYSTEM LIMITED   |
| 5. | Registered Office Address   | 2 <sup>nd</sup> floor, Kaleel Centre<br>No.4, Montieth Road, Egmore<br>Chennai-600 008 |
| 6. | Correspondence Address  | 2 <sup>nd</sup> floor, Kaleel Centre<br>No.4, Montieth Road, Egmore<br>Chennai-600 008 |
| 7. | Telephone & Fax Nos   | 044-28414144, 044-284141457  |
| 8. | Email Address   |  |
| 9. | Name of the Stock Exchanges where the company's securities are listed |  |

Metropolitan Stock Exchange of India Ltd

	Number of Shares	% of total Issued Capital
10. Issued Capital	3097421	100.00 %
11. Listed Capital (Exchange wise) (as per Company records)	3097421	100.00 %
12. Held in dematerialized form in CDSL	615792	19.88 %
13. Held in dematerialized form in NSDL	1393585	44.99 %
14. Physical	1088044	35.13 %
15. Total No of shares (12+13+14)	3097421	100.00 %

16. Reasons for difference, if any, between (10&11), (10&15), (11&15) NIL
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 Exchanges (Specify Names)	Whether intimated to CDSL	Whether intimated to NSDL	In-prin.appr.pending for SE (specify Names)
NIL	NIL	NIL	NIL	NIL	NIL	NIL

\*\*\*Rights, Bonus, Preferential Issue, ESOPs, Amalgamation, Buyback, Capital Reduction, forfeiture, Any other (to specify),




18. Register of Members is updated (Yes/No) if not updated upto which date
19. Reference of previous quarter with regards to excess dematerialized shares, if any
20. Has the company resolved the matter mentioned point No.19 above in the current quarter? If not, reason why?
21. Mention the total no.of requests, if any, confirmed after 21 days and the total no.of requests pending beyond 21 days with the reason for delay:

Total No.of demat requests	No.of requests	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
23. Name, Address, Tel & Fax No, C.P No.of the Company Secretary
24. Appointment of common Agency for Share Registry work  
Name & Address
25. Any other detail that the Company Secretary may like to provide (e.g.BIFR Company, delisting from SE, Company changed its name etc.,)  
NIL

Place : Chennai  
Date :17-04-2018

  
**R.Alagar**  
Company Secretary in Wholetime Practice  
C.P No. 3913

