

20<sup>th</sup> July 2018

The Manager Corporate Relationship, BSE Limited, 1 <sup>st</sup> Floor, New Trading Ring, Rotunda Building, Phiroze Jeejeebhoy Towers, Dalal Street, Mumbai 400 001.	The Manager National Stock Exchange of India Ltd. Exchange Plaza, 5 <sup>th</sup> Floor, Plot No.C/1, G Block, Bandra-Kurla Complex, Bandra (East), Mumbai 400 051.
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Dear Sir,

Sub: Reconciliation of Share Capital Audit

Pursuant to SEBI Circular No. D & C C/FITTC/CIR-16/2002 dated 31<sup>st</sup> December 2002, Regulation 55A of SEBI (Depositories and Participants) Regulations, 1996 and SEBI Circular No. CIR/MRD/DP/30/2010 dated 6<sup>th</sup> September 2010, we enclose the Report from a Practicing Company Secretary, in connection with the Reconciliation of Share Capital Audit conducted for the quarter ended 30<sup>th</sup> June 2018.

The said Report was placed before the Board of Directors of the Bank at its Meeting held on 19<sup>th</sup> July 2018.

Kindly acknowledge receipt.

Yours faithfully,  
**Kotak Mahindra Bank Limited**

*B.R. Chandarana*  
**Bina Chandarana**  
**Company Secretary &**  
**Sr. Executive Vice President**

Encl: as above.



**Kotak Mahindra Bank Ltd.**  
CIN: L65110MH1985PLC038137

Registered Office:  
27 BKC, C 27, G Block,  
Bandra Kurla Complex,  
Bandra (E), Mumbai 400051,  
Maharashtra, India.

T +91 22 61660000  
F +91 22 67132403  
www.kotak.com



# BELDI & ASSOCIATES

## Chartered Accountants

Beldi Nilayam, 6-3-609/195, Anandnagar, Khairatabad, Hyderabad - 500 004. Phone : (O) 23394274, (R) 23354439

### CA BELDI SRIDHAR

B.Sc., F.C.A., DISA (ICA), FAFD

The Board of Directors,

Kotak Mahindra Bank Limited,

27BKC, C 27, G Block, Bandra Kurla Complex,

Bandra (E), Mumbai - 400051

E-mail : beldisridhar@hotmail.com

Off : bna1988@beldica.com

www.beldica.com

### Reconciliation of Share Capital Audit Report

We have examined the Register of Members, beneficiary details by the depositories and others documents maintained by **M/s Kotak Mahindra Bank Limited** (hereinafter referred to as the "Company") and its Registrars and Share Transfer Agents for issuing Certificate, in accordance with Circular No. D & CC / FITTC / CIR-16 / 2002 dated December 31, 2002 issued by Securities and Exchange Board of India and Regulation 55A of SEBI (Depositories and Participants) Regulation, 1996.

In our opinion and to the best of our information and according to the explanations given to us based on such verifications as considered necessary, we hereby certify the following:

1.	For Quarter Ended	<b>June 30, 2018</b>	
2.	ISIN	1. INE237A01028 2. IN8237A01019 (For Listing / Trading Approval is Awaited)	
3.	Face Value	Rs. 5/- each	
4.	Name of the Company	Kotak Mahindra Bank Limited	
5.	Registered Office Address	27BKC, C 27, G Block, Bandra Kurla Complex, Bandra (E), Mumbai -400051	
6.	Correspondence Address	27BKC, C 27, G Block, Bandra Kurla Complex, Bandra (E), Mumbai -400051	
7.	Telephone & Fax Nos.	Telephone No.: 022-6166 0001 Fax No.: 022-6713 2403	
8.	Email Address	<a href="mailto:bina.chandarana@kotak.com">bina.chandarana@kotak.com</a>	
9.	Names of the Stock Exchanges where the company's securities are listed	1. National Stock Exchange Limited 2. Bombay Stock Exchange Limited	
	<b>Share Capital</b>	<b>No. of Shares</b>	<b>% of Total Issued Capital</b>
10.	Issued Capital	1,906,131,883	100.00%
11.	Listed Capital	1,906,131,883	100.00%
12.	Held in dematerialized form in CDSL	29,282,276	1.54%
13.	Held in dematerialized form in NSDL	1,868,388,708	98.02%
14.	Held in Physical Form	8,460,899	0.44%



15.	Total No. of Shares (12+13+14)	1,906,131,8883	100.00%
16.	Reasons for difference if any, between (10&11), (11&15).	No difference(s) Between (10&11), (11&15)	
17.	Certifying the details of changes in share capital during the quarter under consideration as per Table below		
	<b>Particulars</b>	<b>No. of Shares</b>	<b>Applied / Not Applied For Listing</b>
			<b>Listed on Stock Exchanges (specify names)</b>
			<b>Whether intimate d to CDSL</b>
			<b>Whether intimate d to NSDL</b>
			<b>In-principle approval pending for SE (specify names)</b>
	ESOP Allotment	126,390	Listed BSE, NSE Yes Yes No
	ESOP Allotment	83,062	Listed BSE, NSE Yes Yes No
	ESOP Allotment	187,171	Listed BSE, NSE Yes Yes No
	ESOP Allotment	86,754	Listed BSE, NSE Yes Yes No
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.	Nil	
20.	Has the company resolved the matter mentioned in point no.19 above in the current quarter? If not, reason why?	Not Applicable	
21.	Mention the total No. of requests, if any, confirmed after 15 days and the total No. of requests pending beyond 15 days with the reasons for delay		
	<b>Total Number of Demat Requests</b>	<b>No of Requests</b>	<b>No of Shares</b>
			<b>Reasons for delay</b>
	Confirmed after 15 days	Nil	Nil NA
	Pending for more than 15 days	Nil	Nil NA
22.	Name, Telephone & Fax No. of the Compliance Officer of the Co	Ms. Bina Chandarana Company Secretary Telephone No.: 022-6166 1605 Fax No.: 022-67132403	
23.	Name, Address, Tel. & Fax No., Regn. no. of the certifying CA/CS	V Swapna Priya Partner, Beldi & Associates Chartered Accountants, 6-3-609/195, Anandnagar, Khairatabad, Hyderabad – 500 082, Telangana, Phone: 040-23394274	
24.	Appointment of common agency for share registry work	M/s Karvy Computershare Pvt Ltd Karvy Selenium Tower B, Plot 31-32, Gachibowli, Financial District, Nanakramguda, Hyderabad – 500 032	
25.	Any other detail that the auditor may like to	Nil	



provide. (E.g. BIFR company, delisting  
from Stock Exchanges, Company Changed  
its name etc.)

Place: Hyderabad

Date: 16<sup>th</sup> day of July, 2018

For Beldi & Associates,  
Chartered Accountants

Firm Registration No.000414S



*V Swapna Priya*  
V Swapna Priya  
Partner

Membership No.231734