



Kotak Mahindra Bank

22nd July 2019

The Manager Corporate Relationship, BSE Limited, 1 st 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 th 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 31st December 2002, Regulation 55A of SEBI (Depositories and Participants) Regulations, 1996 and SEBI Circular No. CIR/MRD/DP/30/2010 dated 6th 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 30th June 2019.

The said Report was placed before the Board of Directors of the Bank at its Meeting held on 22nd July 2019.

Kindly acknowledge receipt.

Yours faithfully,
Kotak Mahindra Bank Limited

Bina Chandarana
Bina Chandarana
Company Secretary &
Sr. Executive Vice President

Encl: as above.



Kotak Mahindra Bank Ltd.
CIN: L65110MH1985PLC038137
27 BKC, 6th Floor, Plot No C 27
G Block, BKC
Bandra, Mumbai - 400 051

T +91 022 61661683
www.kotak.com

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

SAVITA JYOTI ASSOCIATES
COMPANY SECRETARIES

CS. SAVITA JYOTI, B.Com., FCS

RECONCILIATION OF SHARE CAPITAL AUDIT REPORT

1.	For Quarter Ended	30 th June, 2019					
2.	ISIN	INE237A01028					
3.	Face Value	Rs.5/-					
4.	Name of the Company	KOTAK MAHINDRA BANK LIMITED					
5.	Registered Office Address	27, BKC C-27 G BLOCK BANDRA KURLA COMPLEX BANDRA (E) MUMBAI- 400 051.					
6.	Correspondence Address	27, BKC C-27 G BLOCK BANDRA KURLA COMPLEX BANDRA (E) MUMBAI- 400 051.					
7.	Telephone and Fax Numbers	Tel.: 022-61660001 Fax : 022-67132403					
8.	Email Address	bina.chandarana@kotak.com					
9.	Names of the Stock Exchanges where the Company's Securities are listed.	BSE LIMITED NATIONAL STOCK EXCHANGE OF INDIA LTD					
		NUMBER OF SHARES			% OF TOTAL ISSUED CAPITAL		
10.	Issued Capital	190,93,36,730			100%		
11.	Listed Capital	190,91,20,492			99.98%		
12.	Held in Dematerialised form in CDSL	3,22,75,570			1.69%		
13.	Held in Dematerialised form in NSDL	187,08,52,861			97.98%		
14.	Held in Physical Form	62,08,299			0.33%		
15.	Total Number of Shares 12+13+14	190,93,36,730			100%		
16.	Reasons for difference if any, between (10&11), (11&15)	Difference between (10&11), (11&15) is 216,238 shares. Reason: ESOP allotment made on June 28, 2019 for 216,238 shares have been admitted for trading on BSE and NSE effective from July 5, 2019 vide Listing and Trading approvals dated July 4, 2019 received from BSE & NSE.					
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	Whether intimated to CDSL	Whether intimated to NSDL	In-Prin. Appr. Pending for SE.
	ESOP	80,787	Listed	BSE, NSE	Yes	Yes	-
	ESOP	81,810	Listed	BSE, NSE	Yes	Yes	-
	ESOP	86,664	Listed	BSE, NSE	Yes	Yes	-
	ESOP	1,16,404	Listed	BSE, NSE	Yes	Yes	-
	ESOP	2,16,238	Applied*	BSE, NSE	YES	YES	-
	• Listing and Trading approvals dated July 4, 2019 were received from BSE & NSE on 4 th July 2019						

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: II :

18.	Register of Members is Updated : If not updated upto which date:	YES		
19.	Reference of previous quarter with regard to excess dematerialized shares, if any:	NIL		
20.	Has the Company resolved the matter mentioned in point no.19 above, in the 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 21 days with the reasons 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:	Ms Bina Chandrana Company Secretary & Sr. Executive Vice President Membership No FCS 3510; Date of Appointment : 02-06-2003 Tel: 022- 61661605; Fax: 022- 67132403		
23.	Name, Address, Telephone & Fax No., Regn. No. of the Practicing Company Secretary:	Mrs. Savita Jyoti, Savita Jyoti Associates E-86, Sainikpuri, Secunderabad – 500 094. Telephone No. 040-27110559 Registration No. FCS 3738; CP No: 1796		
24.	Appointment of Common Agency for Share Registry Work :	Yes M/s. Karvy Fintech Private Limited (KFPL), Karvy Selenium Tower B, Plot 31-32, Gachibowli, Financial District Nanakram Guda, Serilingampally Hyderabad - 500 032 SEBI registration No: INR000000221; Tel: 040 – 67162222; Fax: 040- 23001153; Email: einward.ris@karvy.com ; website: www.karvyfintech.com		
25.	Any other details that the auditor may like to provide. (e.g. BIFR Company, Delisting from Stock Exchanges, Company changed it name etc.)	NIL		

FOR SAVITA JYOTI ASSOCIATES

Savita Jyoti

SAVITA JYOTI

Place: Hyderabad
Date: 10.07.2019

SAVITA JYOTI, FCS 3738
Practicing Company Secretary
Certificate of Practice No. 1796

SAVITA JYOTI ASSOCIATES
COMPANY SECRETARIES

CS. SAVITA JYOTI, B.Com., F.C.S.

RECONCILIATION OF PREFERENCE SHARE CAPITAL AUDIT REPORT

1.	For Quarter Ended	30 th June, 2019					
2.	ISIN (8.10 % Perpetual Non-Cumulative Preference Shares)	INE237A04014					
3.	Face Value	Rs.5/-					
4.	Name of the Company	KOTAK MAHINDRA BANK LIMITED					
5.	Registered Office Address	27BKC C-27 G BLOCK BANDRA KURLA COMPLEX BANDRA (E) MUMBAI- 400 051.					
6.	Correspondence Address	27BKC C-27 G BLOCK BANDRA KURLA COMPLEX BANDRA (E) MUMBAI- 400 051.					
7.	Telephone and Fax Numbers	Tel.: 022-61660001 Fax : 022-67132403					
8.	Email Address	bina.chandarana@kotak.com					
9.	Names of the Stock Exchanges where the Company's Securities are listed.	BSE LIMITED NATIONAL STOCK EXCHANGE OF INDIA LIMITED					
			NUMBER OF SHARES		% OF TOTAL ISSUED CAPITAL		
10.	Issued Capital		100,00,00,000			100%	
11.	Listed Capital		100,00,00,000			100%	
12.	Held in Dematerialised form in CDSL		75,00,100			0.75%	
13.	Held in Dematerialised form in NSDL		99,24,99,900			99.25%	
14.	Held in Physical Form		-			-	
15.	Total Number of Shares 12+13+14		100,00,00,000			100%	
16.	Reasons for difference if any, between (10&11), (11&15)	N.A.					
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	Whether intimated to CDSL	Whether intimated to NSDL	In-Prin. Appr. Pending for SE.
	NIL	NIL	NIL	NIL	NIL	NIL	NIL

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COMPANY SECRETARIES

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Total No. of Demat Requests		No. of Requests
Confirmed after 21 days		NIL
Pending for more than 21 days		NIL
		No. of Shares
		NIL
		Reasons for delay
		NIL
22.	Name, Telephone & Fax No. of the Compliance Officer of the Company:	Ms Bina Chandrana – Company Secretary & Sr. Executive Vice President, Membership No FCS 3510 Date of Appointment : 02-06-2003 Tel: 022- 61661605; Fax: 022-67132403
23.	Name, Address, Telephone & Fax No., Regn. No. of the Practicing Company Secretary:	Mrs.Savita Jyoti, Savita Jyoti Associates E-86, Sainikpuri, Secunderabad – 500 094. Telephone No. 040-27110559 Registration No. FCS 3738; CP No: 1796
24.	Appointment of Common Agency for Share Registry Work :	Yes M/s. Karvy Fintech Private Limited (KFPL), Karvy Selenium Tower B, Plot 31-32, Gachibowli, Financial District Nanakram Guda, Serilingampally Hyderabad - 500 032 SEBI registration No: INR000000221; Tel: 040 – 67162222; Fax: 040- 23001153; Email: einward.ris@karvy.com ; website: www.karvyfintech.com
25.	Any other details that the auditor may like to provide. (e.g. BIFR Company, Delisting from Stock Exchanges, Company changed it name etc.)	NIL

FOR SAVITA JYOTI ASSOCIATES

Savita Jyoti

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Place: Hyderabad

Date: 10.07.2019

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