



Kotak Mahindra Bank

23rd October 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 Reports from a Practising Company Secretary, in connection with the Reconciliation of Share Capital Audit for equity shares and preference shares conducted for the quarter ended 30th September 2019.

The said Report has been placed before the Board of Directors of the Bank at its Meeting held on 22nd October 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

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

SAVITA JYOTI ASSOCIATES COMPANY SECRETARIES

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

RECONCILIATION OF EQUITY SHARE CAPITAL AUDIT REPORT

1.	For Quarter Ended	30 th September, 2019					
2.	ISIN	EQUITY 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						
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	191,00,28,300			100%		
11.	Listed Capital	190,99,73,674			99.99%		
12.	Held in Dematerialised form in CDSL	3,92,01,208			2.05%		
13.	Held in Dematerialised form in NSDL	186,51,61,606			97.65%		
14.	Held in Physical Form	56,65,486			0.30%		
15.	Total Number of Shares (12+13+14)	191,00,28,300			100%		
16.	Reasons for difference if any, between (10&11), (11&15)	Difference between (10&11), (11&15) is 54,626 shares. Reason: ESOP allotment made on Sep 27, 2019 for 54,626 shares have been admitted for trading on BSE and NSE effective from Oct 4, 2019 vide Listing and Trading approvals dated Oct 3, 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	116680	Listed	BSE, NSE	Yes	Yes	-
	ESOP	26423	Listed	BSE, NSE	Yes	Yes	-
	ESOP	96654	Listed	BSE, NSE	Yes	Yes	-
	ESOP	237194	Listed	BSE, NSE	Yes	Yes	-
	ESOP	159993	Listed	BSE, NSE	Yes	Yes	-
	ESOP	54626	Applied*	BSE, NSE	Yes	Yes	-
	* Listing and Trading approvals dated 3 rd Oct, 2019 were received from BSE & NSE on 3 rd Oct, 2019						



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SAVITA JYOTI ASSOCIATES
COMPANY SECRETARIES

CS. SAVITA JYOTI, B Com, FCS

: 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
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: cinward.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: 11.10.2019
UDIN: F003738A000052171

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 September, 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						
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	475,00,100		4.75%			
13.	Held in Dematerialised form in NSDL	95,24,99,900		95.25%			
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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SAVITA JYOTI ASSOCIATES COMPANY SECRETARIES

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

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Total No. of Demat Requests		No. of Requests
Confirmed after 21 days		NIL
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		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
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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

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Place: Hyderabad

Date: 11.10.2019

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