



**BEST EMPLOYERS IN INDIA**  
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25<sup>th</sup> January 2017

<p>The Manager Corporate Relationship, BSE Limited, 1<sup>st</sup> Floor, New Trading Ring, Rotunda Buliding, Phiroze Jeejeebhoy Towers, Dalal Street, Mumbai 400 001.</p>	<p>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.</p>
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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 31<sup>st</sup> December 2016.

The said Report was placed before the Board of Directors of the Bank at its Meeting held on 25<sup>th</sup> January 2017.

Kindly acknowledge receipt.

Yours faithfully,  
**Kotak Mahindra Bank Limited**

  
**Bina Chandarana**  
**Company Secretary &**  
**Executive Vice President**

Encl: as above.



**Kotak Mahindra Bank Limited**

CIN L65110MH1985PLC038137 T +91 22 61660000  
Registered Office: F +91 22 67132403  
27BKC, C 27, G Block www.kotak.com  
Bandra Kurla Complex  
Bandra (E), Mumbai - 400 051  
Maharashtra, India

**RECONCILIATION OF SHARE CAPITAL AUDIT REPORT**

*[Pursuant to Circular No. D&CC/FITTC/CIR-16/2002 dated December 31, 2002] and Regulation 55A of SEBI (Depositories and Participants) Regulation, 1996*

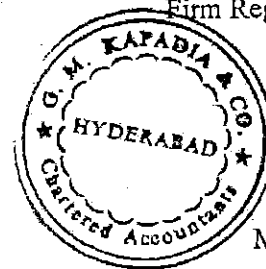
1.	For Quarter Ended	December 31, 2016					
2.	ISIN	1. INE237A01028 2. IN8237A01019 (For Listing / Trading Approval is Awaited)					
3.	Face Value	Rs. 5/- each					
4.	Name of the Company	Kotak Mahindra Bank Limited					
5.	Registered Office Address	27BKC, C 27, G Block, Bandra Kurla Complex, Bandra (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 0000 Fax No.: 022-6713 2403					
8.	Email Address	bina.chandarana@kotak.com					
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	1,839,261,817	100.00%				
11.	Listed Capital	1,839,261,817	100.00%				
12.	Held in dematerialized form in CDSL	19,119,572	1.04%				
13.	Held in dematerialized form in NSDL	1,807,861,606	98.29%				
14.	Held in Physical Form	12,280,639	0.67%				
15.	Total No. of Shares (12+13+14)	1,839,261,817	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						
	<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 intimated to CDSL</b>	<b>Whether intimated to NSDL</b>	<b>In-principle approval pending for SE (specify names)</b>
	ESOP Allotment	643,152	Listed	BSE,NSE	Yes	Yes	No
	ESOP Allotment	640,762	Listed	BSE,NSE	Yes	Yes	No
	Allotment of Right shares and Bonus shares kept in Abeyance	660	Listed	BSE,NSE	Yes	Yes	No
	ESOP Allotment	688,914	Listed	BSE, NSE	Yes	Yes	No

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



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
	Pending for more than 15 days	Nil
		Nil
		NA
		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	Gururaj G Partner, G M Kapadia & Co., Chartered Accountants, 603, V.V. Vintage Boulevard, 6-3-1093, Rajbhavan Road, Somajiguda, Hyderabad – 500 082, Telangana, Phone: 040-66336622 Fax No.022-66116600
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 Tel No. 040-33211000/67162222
25.	Any other detail that the auditor may like to provide. (e.g. BIFR company, delisting from Stock Exchanges, Company Changed its name etc)	Nil

For G M Kapadia & Co.,  
Chartered Accountants  
Firm Registration No. 104767W



*Gururaj G*

Gururaj G  
Partner

Membership No. 219948

Place: Hyderabad  
Dated this 6<sup>th</sup> day of January, 2017

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