



January 28, 2021

To,

SBICAP Trustee Company Limited  
Apeejay House, 6th floor  
3, Dinshaw Wachha Road,  
Churchgate,  
Mumbai 400 020.

Dear Sir/Madam

**Subject: Listed Non-Convertible Debentures - Compliance Report for the Quarter ended December 31, 2020**

We, Embassy Office Parks Management Services Private Limited acting in the capacity of Manager to Embassy Office Parks REIT (“**Embassy REIT**”), pursuant to the Debenture Trust Deed executed between the Embassy REIT and SBICAP Trustee Company Limited dated September 08, 2020, applicable provisions of the Securities and Exchange Board of India (Real Estate Investment Trusts) Regulations, 2014, the Securities and Exchange Board of India (Issue and Listing of Debt Securities) Regulations, 2008, the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 and the Securities and Exchange Board of India (Debenture Trustee) Regulations, 1993, each as amended from time to time, do hereby submit as follows for the Quarter ended **December 31, 2020**:

- i) Updated list of the names and addresses of the Debenture Holders as on December 31, 2020 (*as recorded in the Beneficiary Position statement, i.e., “BENPOS”*) separately under each ISIN: Enclosed as **Annexure I**.
- ii) Details of any due and unpaid interest and principal payments separately under each CL/ISIN and reasons thereof): **We hereby confirm that the interest and payments for the period ended December 31, 2020 has been duly paid, enclosed as Annexure II.**
- iii) The number and nature of grievances received from the debenture holders, along with: (a) number of grievances resolved by the Company; and (b) grievances unresolved by the Company and the reasons for the same:

There were no grievances received from Debenture holders during the quarter ended December 31, 2020.

Investors Grievance Report submitted with Stock Exchanges is enclosed as **Annexure III**.

- iv) A statement ensuring that the assets of the REIT issuing debentures and of the guarantors, if any, are sufficient to discharge the interest and principal amount at all times and that such assets are free from any other encumbrances except those which are specifically agreed to by the debenture holders:

Embassy Office Parks Management Services Pvt. Ltd.  
Embassy GolfLinks Business Park, Pebble Beach, Off Intermediate Ring Road, Bangalore – 560 071, India.  
T: +91 80 4903 0000 F: +91 80 4903 0046.  
www.embassyofficeparks.com | CIN: U70100KA2014PTC073362

Registered Office: Embassy Point, 1st Floor, 150, Infantry Road, Bangalore – 560 001. India  
T: +91 80 4179 9999 | F: +91 80 2228 6912



Management Representation Letter is enclosed as **Annexure IV**

- v) Confirmation that the Insurance Policies obtained for the REIT's Assets/property are adequate and properly assigned in favour of Trustee- **Not Applicable.**
- vi) We, Embassy Office Parks Management Services Private Limited, the Manager of Embassy Office Parks REIT ("Embassy REIT") hereby confirm that there is no change in directors /change in shareholding of the Manager viz., there is no change in control of the Manager.
- vii) Statutory Auditor's Certificate under Amended Regulation 56(1)(d) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 on security coverage-**Not applicable for the quarter ended December 31, 2020.**
- viii) Utilisation Certificate from Practicing Chartered Accountant is enclosed as **Annexure V (issued in respect of 750 crores Non-convertible Debentures allotted on October 27, 2020 - Tranche-B)**

Kindly take the same on record.

Yours Faithfully,

**For and on behalf of Embassy Office Parks REIT**

**Acting through the Manager, Embassy Office Parks Management Services Private Limited**

Deepika  
Srivastava

Digitally signed by  
Deepika Srivastava  
Date: 2021.01.28  
15:25:12 +05'30'

**Deepika Srivastava**

**Company Secretary and Compliance Officer**

**A23654**

Embassy Office Parks Management Services Pvt. Ltd.

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January 28, 2021

To  
Catalyst Trusteeship Limited  
Windsor, 6th Floor, Office No. 604,  
C.S.T. Road, Kalina, Santacruz (East)  
Mumbai 400 098

**Sub: Listed Non-Convertible Debentures - Compliance Report for the Quarter ended December 31, 2020**

Dear Sir/Madam,

We, Embassy Office Parks Management Services Private Limited acting in the capacity of Manager to Embassy Office Parks REIT (“**Embassy REIT**”), pursuant to the Debenture Trust Deed executed between the Embassy REIT and Catalyst Trusteeship Limited dated May 6, 2019, applicable provisions of the Securities and Exchange Board of India (Real Estate Investment Trusts) Regulations, 2014, the Securities and Exchange Board of India (Issue and Listing of Debt Securities) Regulations, 2008, the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 and the Securities and Exchange Board of India (Debenture Trustee) Regulations, 1993, each as amended from time to time, do hereby submit as follows for the Quarter ended **December 31, 2020**:

- i) Updated list of the names and addresses of the Debenture Holders as on December 31, 2020 (*as recorded in the Beneficiary Position statement, i.e., “BENPOS”*) separately under each ISIN: Enclosed as **Annexure I**.
- ii) Details of any due and unpaid interest and principal payments separately under each CL/ISIN and reasons thereof): **Nil**
- iii) The number and nature of grievances received from the debenture holders, along with: (a) number of grievances resolved by the Company; and (b) grievances unresolved by the Company and the reasons for the same:

There were no grievances received from Debenture holders during the quarter ended December 31, 2020.

Investors Grievance Report submitted with Stock Exchanges is enclosed as **Annexure II**.

- iv)<sup>1</sup> A statement ensuring that the assets of the REIT issuing debentures and of the guarantors, if any, are sufficient to discharge the interest and principal amount at all times and that such assets are free from any other encumbrances except those which are specifically agreed to by the debenture holders:

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<sup>1</sup> Clause 15 (1) (i) of Amended DT Regulations



Management Representation Letter is enclosed as **Annexure III**

- v)<sup>2</sup> In case where listed debt securities are secured by way of receivables/ book debts, (a) a Certificate from the Director / Managing Director of the issuer company, certifying the value of the book debts / receivables; and (b) a Certificate from an independent chartered accountant giving the value of book debts / receivables: **Not Applicable.**
- vi)<sup>3</sup> (a) Reports from the lead bank regarding progress of the project; - **Not Applicable**
- (b) A certificate from the Company's PCA - **Not Applicable**
- (i) in respect of utilisation of funds during the implementation period of the project; and
- (ii) in the case of debentures issued for financing working capital, at the end of each accounting year.

Kindly take the same on record.

Yours sincerely,

**For and on behalf of Embassy Office Parks REIT**

**Acting through the Manager, Embassy Office Parks Management Services Private Limited**

Deepika  
Srivastava

Digitally signed by  
Deepika Srivastava  
Date: 2021.01.28  
15:18:43 +05'30'

**Deepika Srivastava**

**Company Secretary and Compliance Officer**

**A23654**

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<sup>2</sup> Clause 15 (1)(t) of Revised DT Regulations,

<sup>3</sup> Clause 15 (1A)(a) of Revised DT Regulations

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