

XBRL Excel Utility	
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1. Overview
The excel utility can be used for creating the XBRL/XML file for e-filing of Excel Utility for Change in Management/Auditor/Share Transfer Agent

2. Before you begin
1. The version of Microsoft Excel in your system should be Microsoft Office Excel 2007 and above. 2. The system should have a file compression software to unzip excel utility file. 3. Make sure that you have downloaded the latest Excel Utility. 4. Make sure that you have downloaded the Chrome Browser to view report generated from Excel utility 5. Please enable the Macros (if disabled) as per instructions given in manual, so that all the functionalities of Excel Utility works fine. Please first go through Enable Macro - Manual attached with zip file.

3. Index		
1	Basic information about the Company	General Information
2	Type of change and Details of effective change	Type of Change

4. Steps for Filing Excel Utility for Change in Management/Auditor/Share Transfer Agent
I. Fill up the data: Navigate to each field of every section in the sheet to provide applicable data in correct format. (Formats will get reflected while filling data.) - Use paste special command to paste data from other sheet.
II. Validating Sheets: Click on the " Validate " button to ensure that the sheet has been properly filled and also data has been furnished in proper format. If there are some errors on the sheet, excel utility will prompt you about the same.
III. Validate All Sheets: Click on the " Home " button. And then click on "Validate All Sheet" button to ensure that all sheets has been properly filled and validated successfully. If there are some errors on the sheet, excel utility will prompt you about the same and stop validation at the same time. After correction, once again follow the same procedure to validate all sheets. Excel Utility will not allow you to generate XBRL/XML until you rectify all errors.
IV. Generate XML : Excel Utility will not allow you to generate XBRL/XML unless successful validation of all sheet is completed. Now click on 'Generate XML' to generate XBRL/XML file. - Save the XBRL/XML file in your desired folder in local system.
V. Generate Report : Excel Utility will allow you to generate Report. Now click on 'Generate Report' to generate html report. - Save the HTML Report file in your desired folder in local system. - To view HTML Report open "Chrome Web Browser" . - To print report in PDF Format, Click on print button and save as PDF.

5. Fill up the data in excel utility
1. Cells with red asterisk mark indicate mandatory fields.
2. If mandatory field is left empty, then Utility will not allow you to proceed further for generating XML.
3. You are not allowed to enter data in the Grey Cells.
4. If fields are not applicable to your company then leave it blank. Do not insert Zero unless it is a mandatory field.
5. Data provided must be in correct format, otherwise Utility will not allow you to proceed further for generating XML.
6. Select data from "Dropdown list" wherever applicable.
7. Adding Notes: Click on "Add Notes" button to add notes

General Information	
NSE Symbol*	INE003L07077
Name of the Company*	EMBASSY PROPERTY DEVELOPMENTS PVT LTD
BSE Scrip Code*	959411
MSEI Symbol*	NOTLISTED
ISIN*	INE003L07077
No of persons/entities for whom change is being reported*	1
Remarks (website dissemination)	NA
Remarks for Exchange (not for Website Dissemination)	ISIN INE003L07077 INE003L07069 INE003L07200 INE003L07184
Date of Report	28-08-2024

Details of Change											
Sr no.	Reason of Change*	Designation*	Salutation	Name of the Person / Auditor / Auditor Firm / RTA	Nationality	PAN	DIN	Effective date of Reason for change	Date of Occurrence of Event	Remarks if any	Reason of Resignation / Removal / Disqualification / Cessation / Vacation of office due to statutory authority order (In case of auditor resignation, provide reason as per auditor)
Add Delete											
1	Resignation	Executive director	Mr.	Narpat Singh Choraria	Indian	AAZPC3425E	00027580	13-08-2024	13-08-2024	NA	NA