

KUMKUM RATHI

(PRACTICING COMPANY SECRETARY)

A4B/2, 1 R
Kolkata- 71
Ph - 98311 3

TO
The Board of Directors
HOTAHOTI WOOD PRODUCTS LIMITED
5,GORKY TERRACE,
2ND FLOOR
Kolkata-700 017

Company Registration No.-2149
Authorised Capital : Rs.200100000

SECRETARIAL AUDIT REPORT FOR THE QUARTER ENDED 30TH SEPTEMBER, 2016 (SEPARATE FOR EACH ISIN)

1	For the quarter ended	30TH SEPTEMBER 2016				
2	ISIN	INE925E01012				
3	Face Value	Rs.10/-				
4	Name of the Company	HOTAHOTI WOOD PRODUCTS I				
5	Registered office Address	P.O.Naginimara Dist- Mon Nagaland - 798622 PH: 2500603,2542072				
6	Correspondence Address/Head office	5,GORKY TERRACE, 2ND FLOOR <u>Kolkata-700 017</u>				
7	Telephone No.& Fax No.	Tel: 033 66133300/01, Fax:033 66				
8	Name of Stock Exchanges where the Company,s Securities are listed	The Gauhati Stock Exchange Ltd.				
9	Issued Capital	<table><thead><tr><th>Number of Shares</th><th>Face Value</th></tr></thead><tbody><tr><td>19999960</td><td>Rs.10/-</td></tr></tbody></table>	Number of Shares	Face Value	19999960	Rs.10/-
Number of Shares	Face Value					
19999960	Rs.10/-					
10	Listed Capital(Exchange wise) (As per Company Record)	<table><thead><tr><th>Number of Shares</th><th>% of total is</th></tr></thead><tbody><tr><td>19999960</td><td>100%</td></tr></tbody></table>	Number of Shares	% of total is	19999960	100%
Number of Shares	% of total is					
19999960	100%					
11	Shares held in Dematerialized form in NSDL	11804500				
12	Shares held in Dematerialized form in CDSL	990000				
13	Share held in Physical form	7205460				
14	Total No. of Shares (11+12+13)	19999960				
15	Reason for difference,if any, between (9& 10),(9&14),(10&14)	Not Applicable				
16	Certifying the details of changes in Share Capital during the quarter under consideration as per Table.	Not Applicable				

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|----|--|--|
| 17 | Register of Members is updated (Yes/No) | Yes |
| 18 | Reference of previous quarter with regards to excess dematerialized shares,if any | Nil |
| 19 | Has the company resolved the matter mentioned in point no.18 above in the current quarter ? If not,reason why. | Not Applicable |
| 20 | Mention the total no.of dematerilisation request, if any,confirmed after 21 days and the total no.of requests pending beyond 21 days with reason for delay | Nil |
| 21 | Name,Address, Telephone & Fax No.of the Compliance officer of the Company | MR. CHAND RATAN MODI
5,GORKY TERRACE,
2ND FLOOR
Kolkata-700 017
Tel: 033 66133300/01, Fax:033 66 |
| 22 | Name,Address, Telephone & Fax No, Registration No.of the Auditor. | KUMKUM RATHI
Practicing Company Secretary
A4B/1, 1, R.R.M. Roy Road
Kolkata- 700 041 Phone No- 9831 |
| 23 | Name, Address of Registrars and share Transfer Agent | M/s. NICHE TECHNOLOGIES PRIVA
C-444 & B-414, Bagree Market,
71,B.R.B.B. Road ,(canning Street
Kolkata-700 001 ,PH:-2235 7270/7 |
| 24 | Any other data that the Auditor may like to provide (e.g. BFIR Company, Delisting From Stock Exchange,Company,s Name Change) | Nil |

The above report is based on the information/ record and register made available to us were found to the best of our knowledge to be necessary for the purpose of the Audit.



Signature:

Name-Kumkum Rathi
Certificate of Practice No-6209

PLACE:- KOLKATA

DATE:- 14TH OCTOBER 2016

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Issued Capital

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