

**PRIYA MANKANI**

(PRACTICING COMPANY SECRETARY)

Block-309, Flat 2A, Fort Residency  
 38 S.N. Roy Road,  
 New Alipore, Kolkata- 700 038  
 Ph - 7407223556

TO

The Board of Directors  
**HOTAHOTI WOOD PRODUCTS LIMITED**  
 4, SYNAGOGUE STREET,  
 ROOM NO: 405, 4TH FLOOR,  
 KOLKATA- 700001 WB IN

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

**SECRETARIAL AUDIT REPORT FOR THE QUARTER ENDED 31 ST MARCH, 2017**  
**(SEPARATE FOR EACH ISIN)**

1	For the quarter ended	31ST MARCH, 2017
2	ISIN	INE925E01012
3	Face Value	Rs.10/-
4	Name of the Company	<b>HOTAHOTI WOOD PRODUCTS LIMITED</b>
5	Registered office Address	P.O.Naginimara Dist- Mon Nagaland - 798622 PH: 2500603,2542072
6	Correspondence Address/Head office	4, SYNAGOGUE STREET, ROOM NO: 405, 4TH FLOOR, KOLKATA- 700001 WB IN
7	Telephone No. & Fax No.	Tel: 033 66133300/01, Fax:033 66133303
8	Name of Stock Exchanges where the Company's Securities are listed	Metropolitan Stock Exchange of India Ltd. (MSEI)
9	Issued Capital	Number of Shares      Face Value 19999960                      Rs.10/-
10	Listed Capital( Exchange wise) (As per Company Record)	Number of Shares      % of total issued Capital 19999960                      100%
11	Shares held in Dematerialized form in NSDL	18502120
12	Shares held in Dematerialized form in CDSL	0
13	Share held in Physical form	1497840
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
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 dematerialisation 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	<b>MR. CHAND RATAN MODI</b> 4, SYNAGOGUE STREET, ROOM NO: 405, 4TH FLOOR, KOLKATA- 700001 WB IN Tel: 033 66133300/01, Fax:033 66133303
22 Name,Address, Telephone & Fax No, Registration No.of the Auditor.	<b>PRIYA MANKANI</b> Practicing Company Secretary Block-309, Flat 2A, Fort Residency, 38 S.N. Roy Road, New Alipore, Kolkata- 700038 Ph - 7407223556
23 Name, Address of Registrars and share Transfer Agent	<b>M/s. NICHE TECHNOLOGIES PRIVATE LIMITED</b> C-444 & B-414, Bagree Market, 71,B.R.B. Road ,(canning Street) Kolkata-700 001 ,PH-2235 7270/71/3070
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.

PLACE:- KOLKATA  
DATE:- 17.04.2017

