

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 30TH JUNE, 2019
(SEPARATE FOR EACH ISIN)

1	For the quarter ended	30TH JUNE, 2019				
2	ISIN	INE925E01012				
3	Face Value	Rs.10/-				
4	Name of the Company	HOTAHOTI WOOD PRODUCTS LIMITED				
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	<table border="1"><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 border="1"><thead><tr><th>Number of Shares</th><th>% of total issued Capital</th></tr></thead><tbody><tr><td>19999960</td><td>100%</td></tr></tbody></table>	Number of Shares	% of total issued Capital	19999960	100%
Number of Shares	% of total issued Capital					
19999960	100%					
11	Shares held in Dematerialized form in NSDL	19102120				
12	Shares held in Dematerialized form in CDSL	800000				
13	Share held in Physical form	97840				
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	0				
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

MR. NAVEEN SHANKAR JAIN
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.

PRIYA MANKANI
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

M/s. NICHE TECHNOLOGIES PRIVATE LIMITED
7th Floor, Room No 7A & 7B,
3A, Auckland Road, Elgin, Kolkata-700017
PH:-(033) 2280 6616 / 17 / 18: Fax : (033) 2280 6619

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:- 13.07.2019



Signature:

Priya Mankani

Name-Priya Mankani
Certificate of Practice No-17947