

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 31ST MARCH, 2019
(SEPARATE FOR EACH ISIN)

1	For the quarter ended	31ST MARCH, 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	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	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:- 16.04.2019

Signature:

Priya Mankani

Name-Priya Mankani
Certificate of Practice No-17947

