

Regd. Off. : P.O.- Naginimora, Mon, Nagaland, NL : 798622  
Corp. Off :4, Synagogue Street, Room No: 405, 4th Floor  
Kolkata - 700 001, W.B., India

**HOTAHOTI WOOD  
PRODUCTS LTD.**

CIN : L20211NL1984PLC002149

Branch Office : 5, Gorky Terrace, 2nd Floor, Kolkata - 700 017

Phone : 033 - 6613 3300, Fax : 033 - 6613 3303

E-mail : hwpl17@gmail.com # Website : www.hwpl.co.in

Date: 17.10.2019

To,  
The Metropolitan Stock Exchange of India Ltd. (MSEI)  
Vibgyor Towers, 4th Floor,  
Plot No C 62, G-Block,  
Opp. Trident Hotel,  
Bandra Kurla Complex,  
Bandra (E), Mumbai-400098, Indi

**Sub: Quarterly Reconciliation of Share Capital Audit Report Compliances for the quarter ended 30<sup>th</sup> September, 2019**

Dear Sir/ Madam,

Please find enclosed herewith the documents in respect of quarterly compliances Reconciliation of Share Capital Audit Report pursuant to Regulation 76 of SEBI (Depositories and Participants) Regulations, 1996 for the quarter ended 30<sup>th</sup> September, 2019.

Please acknowledge receipt of the same.

Yours Faithfully,

**For Hotahoti Wood Products Limited**



**Chanchal Rungta**  
**Director**  
**DIN: 07590027**

Encl. As Above



**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 SEPTEMBER, 2019  
(SEPARATE FOR EACH ISIN)**

1	For the quarter ended	30TH SEPTEMBER, 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 Tel. 033 66133300/01, Fax 033 66133303
7	Telephone No & Fax No	
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 - 17.10.2019



Signature:

*Priya Mankani*

Name-Priya Mankani  
Certificate of Practice No-17947  
UDN: A034744A000106398