

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: 05.05.2020

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, India

**Sub: Quarterly Reconciliation of Share Capital Audit Report Compliances for the
quarter ended 31st March, 2020**

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 31st March, 2020.

Please acknowledge receipt of the same.

Yours Faithfully,

For Hotahoti Wood Products Limited

Chanchal Rungta

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 31ST MARCH, 2020
(SEPARATE FOR EACH ISIN)**

| | | |
|----|---|---|
| 1 | For the quarter ended | 31ST MARCH, 2020 |
| 2 | ISIN | INE925E01012 |
| 3 | Face Value | Rs.10/- |
| 4 | Name of the Company | HOTAHOTI WOOD PRODUCTS LIMITED |
| 5 | Registered office Address | P.O.Naganimara 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 dematerilized 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 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. 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:- 05.05.2020

Signature: *Priya Mankani*

Name-Priya Mankani
Certificate of Practice No-17947
UDIN: A034744B000205585