

MUKESH RATHI**(PRACTICING COMPANY SECRETARY)**56/1, B.B.CHATTERJEE STREE
KOLKATA- 700 042
PH - 98311 33018TO
The Board of Directors
SANGRAHALAYA TIMBER & CRAFTS LIMITED
5,GORKY TERRACE,
2ND FLOOR
Kolkata-700 017Company Registration No.-2284
Authorised Capital : Rs.200100000**SECRETARIAL AUDIT REPORT FOR THE QUARTER ENDED 30th SEPTEMBER, 2011**
(SEPARATE FOR EACH ISIN)

1	For the quarter ended	30th SEPTEMBER, 2011	
2	ISIN	INE932E01018	
3	Face Value	Rs.10/-	
4	Name of the Company	SANGRAHALAYA TIMBER & CRAFTS LTD.	
5	Registered office Address	P.O.Nagimara Dist- Mon Nagaland - 798622 PH: 2500603,2542072	
6	Correspondence Address/Head office	5,GORKY TERRACE, 2ND FLOOR Kolkata-700 017	
7	Telephone No.& Fax No.	Tel: 033 66133300/01, Fax:033 66133303	
8	Name of Stock Exchanges where the Company,s Securities are listed	The Gauhati Stock Exchange Ltd.	
9	Issued Capital	Number of Shares 20010000	Face Value Rs.10/-
10	Listed Capital(Exchange wise) (As per Company Record)	Number of Shares 20010000	% of total issued Capital 100%
11	Shares held in Dematerialized form in NSDL	13111000	
12	Shares held in Dematerialized form in CDSL	Nil	
13	Share held in Physical form	6899000	
14	Total No. of Shares (11+12+13)	20010000	
15	Reason for difference,if any, between (9& 10),(9&14),(10&14)	Not Applicable	
16	Certifying the details of charges 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

MR. CHAND RATAN MODI
5,GORKY TERRACE,
2ND FLOOR
Kolkata-700 017
Tel: 033 66133300/01, Fax:033 66133303

22 Name,Address, Telephone & Fax No, Registration No.of the Auditor.

MUKESH RATHI
Practicing Company Secretary
56/1, B.B.Chatterjee Street,
Kolkata- 700 042, Ph-98311 33018

23 Name, Address of Registrars and share Transfer Agent

M/s. NICHE TECHNOLOGIES PRIVATE LIMITED
C-444 & B-414, Bagree Market,
71,B.R.B.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:- 15/10/2011

Signature:



Name- Mukesh Rathi
Certificate of Practice No-4795