

MUKESH RATHI**(PRACTICING COMPANY SECRETARY)**56/1, B.B.CHATTERJEE STREET
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 31ST MARCH, 2012
(SEPARATE FOR EACH ISIN)**

1	For the quarter ended	31ST MARCH, 2012
2	ISIN	INE932E01018
3	Face Value	Rs.10/-
4	Name of the Company	SANGRAHALAYA TIMBER & CRAFTS LTD.
5	Registered office Address	P.O.Naginimara 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 Face Value 20010000 Rs.10/-
10	Listed Capital(Exchange wise) (As per Company Record)	Number of Shares % of total issued Capital 20010000 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:-

Signature:

Name- Mukesh Rathi
Certificate of Practice No-4795

