

# KUMKUM RATHI

(PRACTICING COMPANY SECRETARY)

A4B/2, 1 Raja Ram M  
Kolkata- 700 041  
Ph - 9831133062

TO

The Board of Directors

**SANGRAHALAYA TIMBER & CRAFTS LIMITED**

5,GORKY TERRACE,

2ND FLOOR

Kolkata-700 017

Company Registration No.-2284

Authorised Capital : Rs.200100000

## SECRETARIAL AUDIT REPORT FOR THE QUARTER ENDED 31ST DECEMBER 2014 (SEPARATE FOR EACH ISIN)

1	For the quarter ended	31ST DECEMBER 2014				
2	ISIN	INE932E01018				
3	Face Value	Rs.10/-				
4	Name of the Company	<b>SANGRAHALAYA TIMBER &amp; CR</b>				
5	Registered office Address	P.O.Naganimara 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 66				
8	Name of Stock Exchanges where the Company,s Securities are listed	The Gauhati Stock Exchange Ltd.				
9	Issued Capital	<table><thead><tr><th>Number of Shares</th><th>Face Value</th></tr></thead><tbody><tr><td>20010000</td><td>Rs.10/-</td></tr></tbody></table>	Number of Shares	Face Value	20010000	Rs.10/-
Number of Shares	Face Value					
20010000	Rs.10/-					
10	Listed Capital( Exchange wise) (As per Company Record)	<table><thead><tr><th>Number of Shares</th><th>% of total is</th></tr></thead><tbody><tr><td>20010000</td><td>100%</td></tr></tbody></table>	Number of Shares	% of total is	20010000	100%
Number of Shares	% of total is					
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	Not Applicable				

consideration as per Table.

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	<b>MR. CHAND RATAN MODI</b> 5,GORKY TERRACE, 2ND FLOOR Kolkata-700 017 Tel: 033 66133300/01, Fax:033 66
22	Name,Address, Telephone & Fax No, Registration No.of the Auditor.	<b>KUMKUM RATHI</b> Practicing Company Secretary A4B/1, 1, R.R.M. Roy Road Kolkata- 700 041 Phone No- 9831
23	Name, Address of Registrars and share Transfer Agent	<b>M/s. NICHE TECHNOLOGIES PR</b> D-511, Bagree Market, 5TH FLOC B.R.B. BASU ROAD Kolkata-700 001 ,PH:-2235 7270/7
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 wer to the best of our knowledge to be necessary for the purpose of the Audit.



**Signature:**

PLACE:- KOLKATA  
DATE:- 14TH JANUARY 2015

**Name-Kumkum Rathi**  
**Certificate of Practice No-6209**

ohan Roy Road

**AFTS LTD.**

133303

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133062

**PRIVATE LIMITED**  
OR  
71/3070

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Not found