

# SANGRAHALAYA TIMBER AND CRAFTS LTD

CIN : L20101NL1985PLC002284

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

Phone : 033 6613 3300, E - mail : sangtd17@gmail.com

Website : www.sangrahalaya.in

Date: 18.01.2020

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 December 31, 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 December 31, 2020.

Please acknowledge receipt of the same.

Yours Faithfully,

**For Sangrahalaya Timber & Crafts Limited**



**Tarak Nath Dey**  
Director  
DIN 00343396

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

**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, 2021  
(SEPARATE FOR EACH ISIN)**

1	For the quarter ended	31ST DECEMBER, 2020				
2	ISIN	INE932E01018				
3	Face Value	Rs.10/-				
4	Name of the Company	<b>SANGRAHALAYA TIMBER &amp; CRAFTS LTD</b>				
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	Metropolitan Stock Exchange of India Ltd. (MSEI)				
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 issued Capital</th></tr></thead><tbody><tr><td>20010000</td><td>100%</td></tr></tbody></table>	Number of Shares	% of total issued Capital	20010000	100%
Number of Shares	% of total issued Capital					
20010000	100%					
11	Shares held in Dematerialized form in NSDL	18651150				
12	Shares held in Dematerialized form in CDSL	961400				
13	Share held in Physical form	397450				
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   | <b>MR HARSH JHUNJHUNWALA</b><br>5,GORKY TERRACE,<br>2ND FLOOR<br>Kolkata-700 017<br>Tel: 033 66133300/01, Fax:033 66133303  |
| 22 | Name,Address, Telephone & Fax No, Registration No.of the Auditor.   | <b>PRIYA MANKANI</b><br>Practicing Company Secretary<br>Block-309, Flat 2A, Fort Residency,<br>38 S.N. Roy Road, New Alipore, Kolkata- 700038<br>Ph - 7407223556                  |
| 23 | Name, Address of Registrars and share Transfer Agent  | <b>M/s. NICHE TECHNOLOGIES PRIVATE LIMITED</b><br>7th Floor, Room No 7A & 7B,<br>3A, Auckland Road, Elgin, Kolkata-700017<br>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:-15.01.2021



Signature:

*Priya Mankani*

Name-Priya Mankani  
Certificate of Practice No-17947  
UDIN: A034744B002013127