

SANGRAHALAYA TIMBER AND CRAFTS LTD

CIN : L20101NL1985PLC002284

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

Phone : 033 6613 3300, E - mail : sangtcl17@gmail.com

Website : www.sangrahalaya.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 March 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 March 31, 2020.

Please acknowledge receipt of the same.

Yours Faithfully,

For Sangrahalaya Timber & Crafts Limited

T. N. Dey

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 MARCH, 2020
(SEPARATE FOR EACH ISIN)**

1	For the quarter ended	31ST MARCH, 2020				
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	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 | MS. CHANCHAL RUNGTA
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. | 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: A034744B000205574