

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
HOTAHOTI WOOD PRODUCTS LIMITED
4, SYNAGOGUE STREET,
ROOM NO: 405, 4TH FLOOR,
KOLKATA- 700001 WB IN

Company Registration No.-2149
Authorised Capital : Rs.200100000

**SECRETARIAL AUDIT REPORT FOR THE QUARTER ENDED 30TH JUNE, 2018
(SEPARATE FOR EACH ISIN)**

1	For the quarter ended	30TH JUNE, 2018
2	ISIN	INE925E01012
3	Face Value	Rs.10/-
4	Name of the Company	HOTAHOTI WOOD PRODUCTS LIMITED
5	Registered office Address	P.O.Naganimara Dist- Mon Nagaland - 798622 PH: 2500603,2542072
6	Correspondence Address/Head office	4, SYNAGOGUE STREET, ROOM NO: 405, 4TH FLOOR, KOLKATA- 700001 WB IN
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	Number of Shares Face Value 19999960 Rs.10/-
10	Listed Capital(Exchange wise) (As per Company Record)	Number of Shares % of total issued Capital 19999960 100%
11	Shares held in Dematerialized form in NSDL	18502120
12	Shares held in Dematerialized form in CDSL	0
13	Share held in Physical form	1497840
14	Total No. of Shares (11+12+13)	19999960
15	Reason for difference,if any, between (9& 10),(9&14),(10&14)	Not Applicable
16	Certifying the details of changes 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 dematerilized 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 dematerilisation 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**
4, SYNAGOGUE STREET,
ROOM NO: 405, 4TH FLOOR,
KOLKATA- 700001 WB IN
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**
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:- 09-07-2018

Signature: *Priya Mankani*

Name-Priya Mankani
Certificate of Practice No-17947