

GRIDHARI LAL BUBNA

COMPANY SECRETARY

179, Bangur Avenue, Block-A, Kolkata – 700 055 E-mail : glbubna@gmail.com

RADHAGOBIND COMMERCIAL LIMITED

SECRETARIAL AUDIT REPORT

1 As on Date: **31ST DECEMBER**

2 ISIN : **INE792P01012**

3 Face Value : **10/- each**

4 Name of the Company : **RADHAGOBIND COMMERCIAL LIMITED**

5 Registered Office Address : **40 Metcalfe Street, 3rd Floor, Room No. 339, Kolkata-700013**

6 Correspondence Address : **40 Metcalfe Street, 3rd Floor, Room No. 339, Kolkata-700013**

7 Telephone & Fax Nos. : **Ph. (033)64585001**

8 E-mail Address : **radhagobindcommercialtd@gmail.com**

Names of the Stock Exchanges where the company's securities are listed :

1. The Calcutta Stock Exchange Ltd

		Number of Shares	%of Total Issue Cap.
10 Issued Capital		14,40,000	100%
11 Listed Capital(Exchange-wise) (as per company recored)	The Calcutta Stock Echange Ltd	14,40,000	100%

12 Held in demeterialised form in CDSL	8,44,370
13 Held in demeterialised form in NSDL	5,39,420
14 Physical	56,210

15 Total No of shares (12+13+14)	14,40,000
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16 Reasons for difference if any,between '10&11),(10&15),(11&15) :

NOT APPLICABLE

17 Certifying the details of changes in share capital during the quarter under consideration as per Table below :

Particulars*	No.of shares	Applied/Not Applied for listing	Listed Stock Exchanges (Specify names)	Whether intimated to CSDL	Whether intimated to NSDL

* Rights, Bonus, Preferential Issue, ESOPs. Amalgamation, Conversion, Buyback, Capital Reduction Forfeiture , Any other (to specify)

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18 Register of Members is updated (Yes/No)
if not, updated-up to which date

YES

19 Reference of previous quarter with regards to excess dematerialized shares, if any,

N.A.

20 Has the company resolved the matter mentioned in point no. 19 above in the current quarter? If not, reasonwhy?

N.A.

21 Mentioned the total no. of requests, if any, confirmed after 21 days and the total no. of requests pending beyond 21 days with the reasons for delay :

Total No. of demat requests	No. of requests	No. of shares	Reasons for delay
Confirmed after 21 Days	Nil	Nil	Nil
Pending for more then 21 Days	Nil	Nil	Nil

22 Name, Telephone & Fax No. of Compliance Officer of the Company

Smt.	Anny Jain
Ph:	033-64585001

23 Name, Address, Tel. & Fax No Registration no. of the

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24 Appointment of common agency for share registry work, if yes (name & address)

Niche Technologies Pvt Ltd D-511 Bagree Market, 5th Floor, 71 B R B Basu Road Kolkata-700001

25 Any other detail that the auditor may like to provide (e.g. BIFR company, delisting from Stock Exchange, company changed its name etc.)

N.A.

Place : Kolkata
Dated :



For, Gridhari Lal Bubna
Company Seretaries

Proprietor
Membership No. 4266
CP No. 7290