



# DIPTI DAMANI

Practicing Company Secretary

71/3, Canal Circular Road

Prasad Exotica, Block 5 3B, Kolkata: 700054

Mob: +91 9836157419

Email Id: diptirandar@gmail.com

## RADHAGOBIND COMMERCIAL LIMITED

### SECRETARIAL AUDIT REPORT

1	As on Date:	30Th JUNE, 2019					
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					
9	Names of the Stock Exchanges where the company's securities are listed :	1. The Calcutta Stock Exchange Ltd 2. The Bombay Stock Exchange Ltd					
10	Issued Capital			Number of Shares	%of Total Issue Cap.		
11	Listed Capital(Exchange-wise) (as per company record)	The Calcutta Stock Exchange Ltd		14,40,000	100%		
				14,40,000	100%		
12	Held in demeterialised form in CDSL	11,98,482					
13	Held in demeterialised form in NSDL	1,85,308					
14	Physical	56,210					
15	Total No of shares (12+13+14)	14,40,000					
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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: 2 :				
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, reason why?			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	Ms	Puja Shaw	
		Ph:	033-64585001	
23	Name, Address, Tel.& Fax No Registration no. of the	Dipti Damani CP No.20083 71/3, Canal Circular Road Prasad Exotica, Block 5 3B, Kolkata: 700054 Phone; +91 9836157419		
24	Appointment of common agency for share registry work, if yes (name & address)	Niche Technologies Pvt Ltd 3A, Auckland Place, 7th Floor, Room No. 7A & 7B Kolkata-700017		
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.		

*Dipti Damani*

Dipti Damani  
Company Secretary  
Membership No. 53996  
Firm Regn No.20083

Place Kolkata  
Dated: 18/07/2019

