

**RECONCILIATION OF SHARE CAPITAL AUDIT REPORT**

1. For Quarter Ended : **31<sup>st</sup> March, 2020**
2. ISIN : **INE150R01019**
3. Face Value : **Rs. 10/-**
4. Name of the Company : **SWAGTAM TRADING AND SERVICES LIMITED**  
CIN : **L51909DL1984PLC289131**
5. Registered Office of the Company : **R-489, GF-A, New Rajinder Nagar,  
New Delhi – 110060.**
6. Correspondence Address : **R-489, GF-A, New Rajinder Nagar,  
New Delhi – 110060.**
7. Telephone No. : **011 – 4247 5489**
8. E-mail Address : **swagtam1984@gmail.com**
9. Name of the Stock Exchange where the Company's Securities are listed : **1) BSE Limited  
2) Calcutta Stock Exchange Limited [CSE]**

		No. of Shares	% of total issued capital
10.	Issued Capital	11,90,500	100.00
11.	Listed Capital		
	CSE:-	11,90,500	100.00
	BSE:-	11,90,500	100.00
12.	Held in dematerialised form in NSDL	6,89,450	57.91
13.	Held in dematerialised form in CDSL	4,39,624	36.93
14.	Physical	61,426	5.16
15.	Total No. of Shares (12+13+14)	11,90,500	100.00

16. Reasons for differences 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:- **Not Applicable**

Particulars	No of Shares	Applied/ Not Applied for Listing	Listed on Stock Exchanges (Specify Names)	Whether intimated to CDSL	Whether intimated to NDSL	In-Principle Approval Pending for SE (Specify Names)
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18. Register of Member is updated : **YES**



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19. Reference of previous quarter with regards to excess dematerialization shares, if any : NOT APPLICABLE

20. Has the company resolved the matter mentioned in point no. 19 above in the Current quarter? If not, reason why? : NOT APPLICABLE

21. Mentioned the total no. of request, 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	0	0	N.A.
Pending for more than 21 Days	0	0	N.A.

22. Name, Telephone & Fax No. of the Compliance Officer of the Company : Miss. Preetika Mishra(M.No.-A32490)  
Company Secretary & Compliance officer  
9650735656

23. Name, Telephone & Fax No., Regn. No. of the Secretarial Auditor. (Secretarial Auditor) : Mr. Bharat Bhushan Garg  
09650555376  
(M.No.A31951) (COP No:-14469)

24. Appointment of Common Agency for shares registry for shares registry work, if yes (name & address) : Alankit Assignments Limited  
1E/13, Jhandewalan Extn.,  
New Delhi- 110055  
Mr. J. K. Singla, Sr. Manager  
011 – 4254 1234, [rta@alankit.com](mailto:rta@alankit.com)

25. Any other detail that the auditor may like To provide (e.g. BIFR Company, delisting from SE,). : NIL

For B. BHUSHAN & CO.  
(Company Secretaries)

*Bharat Bhushan Garg*

**BHARAT BHUSHAN GARG**  
(Proprietor)  
M. No.: A31951  
CP : 14469  
UDIN:- A031951B000157725



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Place: New Delhi  
Date : 15-04-2020