

# SONIA RANI & ASSOCIATES

COMPANY SECRETARIES

## RECONCILIATION OF SHARE CAPITAL AUDIT REPORT

1. For Quarter Ended : **30<sup>TH</sup> SEPTEMBER, 2020**
2. ISIN : **INE150R01019**
3. Face Value : **Rs. 10/-**
4. Name of the Company : **SWAGTAM TRADING AND SERVICES LIMITED**  
CIN No. : **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 : **1) BSE Limited**  
the Company's Securities are listed : **2) Calcutta Stock Exchange Limited**

		No. of Shares	% of total issued capital
10.	Issued Capital	<b>11,9,500</b>	100.00
11.	Listed Capital		
	CSE:-	<b>11,90,500</b>	100.00
	BSE:-	<b>11,90,500</b>	100.00
12.	Held in dematerialized form in NSDL	<b>6,89,450</b>	57.91
13.	Held in dematerialized form in CDSL	<b>4,39,624</b>	36.93
14.	Physical	<b>61,426</b>	5.16
15.	Total No. of Shares (12+13+14)	<b>11,90,500</b>	<b>100.00</b>

**Total Number of Shareholders = 512**

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)
----	----	----	----	----	----	----

Office Address : F – 200, Gali No. 4, Ganga Vihar, Near Gokal Puri, Delhi – 110094  
Mobile : 09971543044, Email Id: [soniaranics@gmail.com](mailto:soniaranics@gmail.com)



16.10.2020

# SONIA RANI & ASSOCIATES

COMPANY SECRETARIES

18. Register of Member is updated : YES
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 : Mrs. Preetika Mishra (M.No. – A32490)  
Company Secretary & Compliance Officer.  
9650735656
23. Name, Telephone & Fax No., Regn. No. of the PCS - Secretarial Auditor. : Mrs. SONIA RANI  
09971543044  
(M. No.:A36984) (C.P.: 20372)
24. Appointment of Common Agency for shares registry for shares registry work, if yes (name & address) : ALANKIT ASSIGNMENTS LIMITED  
4E/2, 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 SONIA RANI & ASSOCIATES  
Company Secretaries

*Sonia Rani*

SONIA RANI  
(Proprietor)  
M. No.: A36984  
CP : 20372  
Mobile: 9971543044  
UDIN : A036984B000967375



Place: New Delhi  
Date : 16.10.2020

Office Address : F – 200, Gali No. 4, Ganga Vihar, Near Gokal Puri, Delhi – 110094  
Mobile : 09971543044, Email Id: [soniaranics@gmail.com](mailto:soniaranics@gmail.com)