

**SONIA RANI & ASSOCIATES**  
COMPANY SECRETARIES

**RECONCILIATION OF SHARE CAPITAL AUDIT REPORT**

1. For Quarter Ended : 31<sup>ST</sup> DECEMBER, 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. : 9911108800
8. E-mail Address : [swagtam1984@gmail.com](mailto: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 dematerialized form in NSDL | 6,89,450      | 57.91                     |
| 13. | Held in dematerialized 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                    |

**Total Number of Shareholders = 514**

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)

09.01.2021

**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 : **Miss. 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, [rt@alankit.com](mailto:rt@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 : - A036984B001916521

09.01.2021

Place: New Delhi  
Date : 09.01.2021

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)