

THE METHONI TEA COMPANY LIMITED

CIN : L15492WB1929PLC006618

REGISTERED OFFICE : 75C PARK STREET, 1ST FLOOR, KOLKATA 700016.

TEL. : +91 33 4007 6728 / 2229 3241 / 7638 / 1258. FAX : +91 33 2249 6587

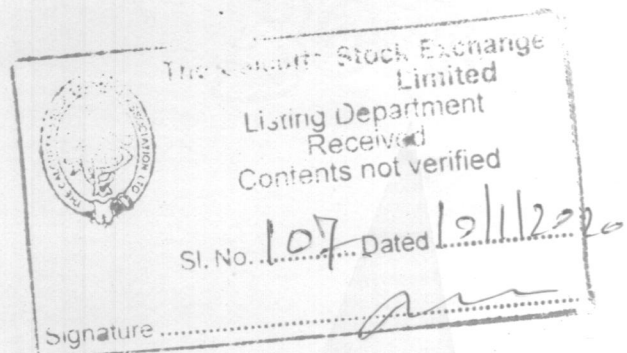
Email : methoni@methonitea.com

Website : www.methonitea.com

Ref. No.: SEC/1008/19/610

10.01.2020

To
The Calcutta Stock Exchange Ltd.
7, Lyons Range,
Kolkata - 700 001



Dear Sirs,

We are sending herewith Reconciliation of Share Capital Audit for the Quarter Ended 31st December, 2019 in original for your doing the needful.

Thanking you,

Yours faithfully,
For THE METHONI TEA CO LTD

CHIEF FINANCIAL OFFICER

Encl: a/a

/dg

GARDEN : METHONI TEA ESTATE

PO - Bokakhat, Dist. Golaghat, Assam 785612. Tel. : +91 3776 268230

Email : methonite@rediffmail.com

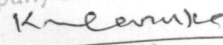
RECONCILIATION OF SHARE CAPITAL AUDIT

1	For Quarter Ended	31.12.2019	
2	ISIN	INE869D01014	
3	Face Value	Rs. 10.00	
4	Name of the Company	THE METHONI TEA COMPANY LIMITED	
5	Registered Office Address	75-C, Park Street, 1st floor, Kolkata- 700016	
6	Correspondence Address	- do -	
7	Telephone & Fax No.	(033) 2229 3241 \ 7638 Fax: 033-22496587	
8	E-mail Address	methoni@methonitea.com	
9	Names of the Stock Exchanges Where the company's securities are listed	The Calcutta Stock Exchange Ltd..(CSE)	
		Number of Shares	% of Total issued Capital
10	Issued Capital	408,000	100.00%
11	Listed Capital (Exchange-wise) CSE	408,000	100.00%
12	Held in dematerialised form in CDSL	293,349	71.90%
13	Held in dematerialised form NSDL	82,875	20.31%
14	Physical	31,776	7.79%
15	Total No. of shares (12+13+14)	408,000	100.00%
16	Reasons for difference if any, between (10&11),(10&15),(11&15)	NIL	

Contdp/2



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 on Stock ExChanges (Specify Names)	Whether intimated to CDSL	Whether intimated to NSDL	In-prin. appr. pending for SE (Specify Names)
-----	-----	N	I	L	-----	-----
*** Rights, Bonus, Preferential Issue, ESOPs, Amalgamation, Conversion, Buyback, Capital Reduction						
18	Register of Members is updated (Yes/No) If not, updated upto which date			Yes N.A.		
19	Reference of previous quarter with regards to excess Dematerialised shares if any			No		
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 request		No. of requests		No. of Shares		Reasons for delay
Confirmed after 21 days		Nil		Nil		Nil
Pending for more than 21 days		Nil		Nil		Nil
22	Name, Telephone & Fax No. of the Compliance Officer of the Company			Ms. Priyanka Mohta (033) 2229 3241 \ 7638 Fax: 033-22496587		
23	Name, Address, Tel. & Fax No. Regn.No. of the Auditor			K.C.Dhanuka & Co. 419, Centre Point, 21, Hemanta Basu Sarani, Kolkata - 700 001 Ph. No. +91 98300 53619 FCS - 2204, C.P. 1247		
24	Appointment of common agency for registry work, if yes, (name & address)			M/s.Maheshwari Datamatics Pvt. Ltd. 23, R. N. Mukherjee Road, Kolkata - 700 001		
25	Any other detail that the auditor may like to provide (e.g. BIFR company, delisting from SE)			Nil		

K. C. DHANUKA & CO.
Company Secretaries

 K. C. DHANUKA 7/1/2020
 Proprietor
 FCS-2204, CP-1247

UDIN : F002204B000019452