



# GRETEX CORPORATE SERVICES LIMITED

(Formerly known as GRETEX CORPORATE SERVICES PRIVATE LIMITED)

A-401, Floor 4th, Plot FP-616, (PT), Naman Midtown, Senapati Bapat Marg,

Near Indiabulls, Dadar (West), Mumbai – 400013

Website: www.gretexcorporate.com, Email ID: info@gretexgroup.com

Contact No.: 022 4002 5273, 98368 22199, 98368 21999

CIN: L74999MH2008PLC288128

October 14, 2024

To,  
The Listing Department  
**BSE Limited**  
Phiroze Jeejeebhoy Towers,  
Dalal Street,  
Mumbai- 400001

**Scrip Code – 543324**

**Sub.: Submission of Reconciliation of Share Capital Audit Report under Regulation 76 of Securities and Exchange Board of India (Depositories and Participants) Regulations, 2018 for the Second Quarter ended September 30, 2024 of FY 2024-25**

Dear Sir/ Ma'am,

Pursuant to Regulation 76 of Securities and Exchange Board of India (Depositories and Participants) Regulations, 2018, we are submitting herewith the Reconciliation of Share Capital Audit Report of the Company for the second quarter ended September 30, 2024 of FY 2024-25, issued by M/s Namita Agarwal & Co.

This is for your information and record.

Thanking you,

Yours faithfully,

**For Gretex Corporate Services Limited**

NISHTHI  
HARESH  
DHARMANI  
Digitally signed by  
NISHTHI HARESH  
DHARMANI  
Date: 2024.10.17  
18:22:04 +05'30'

**Nishthi Dharmani**

**Company Secretary and Compliance Officer**



To,  
The Board of Directors,  
**GRETEX CORPORATE SERVICES LIMITED**  
A-401, Floor 4th, Plot FP-616, (PT), Naman Midtown,  
Senapati Bapat Marg, Near Indiabulls,  
Dadar (West), Mumbai – 400013

**AUDIT REPORT ON SHARE CAPITAL RECONCILIATION FOR THE SECOND QUARTER  
ENDED SEPTEMBER 30, 2024, OF FY 2024-25**

**Company Registration No. L74999MH2008PLC288128**

**Authorised Capital: 13,00,00,000/-**

We have examined all relevant Books, Registers, Forms, Documents and papers of **GRETEX CORPORATE SERVICES LIMITED**, maintained at their registered office at 90, PHEARS LANE, 5TH FLOOR, Kolkata, KOLKATA, West Bengal, India, 700012 and the audit report given by the **BIGSHARE SERVICES PVT. LTD.** who is appointed as the common agency for shares registry of **GRETEX CORPORATE SERVICES LIMITED**.

In our opinion and to the best of our knowledge and according to the information and explanation given to us we do hereby submit our report for the second quarter ending September 30, 2024, as per Annexure-A.

**For NAMITA AGARWAL & CO.**  
**Practicing Company Secretary**  
**CP No. - 14563**

NAMITA  
AGARWAL

**Namita Agarwal**  
**Proprietor**  
**M. No: F12983**

**Place – Kolkata**  
**Date- 14-10-2024**

## RECONCILIATION OF SHARE CAPITAL AUDIT REPORT

1 For Quarter Ended	SEPTEMBER 30, 2024	
2 ISIN	INE199P01028	
3 Face Value	Rs.10/-	
4 Name of the Company	GRETEX CORPORATE SERVICES LIMITED	
5 Registered Office Address	A-401, Floor 4th, Plot FP-616, (PT), Naman Midtown, Senapati Bapat Marg, Near Indiabulls, Dadar (w), Delisle Road, Mumbai, Maharashtra, India, 400013	
6 Correspondence Address	90, Phears Lane, 5th Floor, Kolkata, West Bengal, India, 700012	
7 Telephone & Fax Nos.	02269308500, 09836821999	
8 Email address	info@gretexgroup.com	
9 Names of the Stock Exchanges where the	BOMBAY STOCK EXCHANGE LIMITED	
10 Issued Capital	Number of shares	% of Total Issued Cap.
	11,515,545	100%
11 Listed Capital (Exchange-wise)	Number of shares	% of Total Issued Cap.
	11,515,545	100%
12 Held in dematerialised form in CDSL	Number of shares	% of Total Issued Cap.
	4,081,320	35.44%
13 Held in dematerialised form in NSDL	Number of shares	% of Total Issued Cap.
	7,434,225	64.56%
14 Physical	Number of shares	% of Total Issued Cap.
	NIL	NIL
15 Total No. of shares (12+13+14)	11,515,545	
16 Reasons for difference if any, between (10&11) ,	NIL	
17 Certifying the details of changes in share capital during the period 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)
NIL*	NIL	NIL	NIL	NIL	NIL	NIL

\*\*\* Rights, Bonus, Preferential Issue, ESOPs, Amalgamation, Conversion, Buyback, Capital Reduction Forfeiture, Any other (to specify).

\* The company has issued 4,00,000 preferential shares for Rs 10 each on 08/08/2024. However, the trading approval is effective from 1st October, 2024

18 Register of Members is updated (Yes / No) If not, updated upto which date	YES		
19 Reference of previous quarter with regards to excess dematerialised 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 :			
<b>Total No. of demat requests</b>	<b>No. of requests</b>	<b>No. of shares</b>	<b>Reasons for delay</b>
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 Co.	Ms. Nishthi Haresh Dharmani (Company Secretary and Compliance Officer) Tel. No.: 022 69308500, Email Id: nishthi@gretexgroup.com
23 Name, Address, Tel. & Fax No., of the Certifying CS	NAMITA AGARWAL & CO. Practicing Company Secretary 2/22, ASHOK NAGAR, OPP. ASHOK NAGAR PARK, 2ND FLOOR, WEST BENGAL, KOLKATA-700040 Tel No. 8697719757
24 Appointment of common agency for share registry work	Bigshare Services Private Limited E-2/3 Ansa Industrial Estate, Sakivihar Road, Saki naka, Mumbai- 400072, Maharashtra, India Tel No. 022 6263 8200;
25 Any other detail that the auditor may like to provide. (e.g. BIFR company, delisting from SE, company changed its name etc.) Nil	

Date: October 14, 2024  
Place: Kolkata

NAMITA AGARWAL & CO.  
Practicing Company Secretary  
CP No.: 14563

NAMITA  
AGARWAL

NAMITA AGARWAL  
Proprietor  
M. No.: F12983  
UDIN:F012983F001542313