



emami* paper mills limited

regd. office : 687 anandapur e.m. bypass kolkata 700 107 india
phone: 91 33 6613 6264 fax : 033 6613 6900 email : emamipaper@emamipaper.com website : www.emamipaper.in
CIN : L21019WB1981PLC034161

5th October, 2021

National Stock Exchange of India Ltd.,
Exchange Plaza, C-1, Block G,
Bandra Kurla Complex,
Bandra (E)
Mumbai – 400 051

Dear Sir/Madnm,

Sub: Shifting of Registered Office

Ref.: NSE Symbol - EMAMIPAP

Reference above, kindly be informed that the Registered Office of the Company has been shifted *from* Acropolis, Unit No. 1, 15th Floor, 1858/1, Rajdanga Main Road, Kasba, Kolkata-700107 ("Acropolis") *to* **687, Anandapur, 1st Floor, E. M. Bypass, Kolkata-700107 with effect from 15th September 2021.**

In this connection, we are enclosing herewith certified true copy of e-form – INC 22 alongwith receipt issued by Ministry of Corporate Affairs for your ready reference.

We request your goodself to kindly update your records by incorporating new address of the registered office of the Company.

This is for your information and record.

Thanking you,

Yours truly,

For **Emami Paper Mills Limited,**

Debendra Banthiya
Company Secretary
Membership No: F - 7790
Encl.: a/a

MINISTRY OF CORPORATE AFFAIRS
RECEIPT
G.A.R.7

SRN : T44735884

Service Request Date : 20/09/2021

Payment made into : ICICI Bank

Received From :

Name : SUSHIL TIWARI

Address : 31A, S.P. MUKHERJEE ROAD,

KOLKATA, West Bengal

India - 700025

Entity on whose behalf money is paid

CIN: L21019WB1981PLC034161

Name : EMAMI PAPER MILLS LIMITED

Address : 687, ANANDAPUR, 1ST FLOOR

E M BYPASS

KOLKATA, West Bengal

India - 700107

Full Particulars of Remittance

Service Type: eFiling

Service Description	Type of Fee	Amount(Rs.)
Fee For Form INC-22	Normal	600.00
Total		600.00

Mode of Payment: Credit Card- ICICI Bank

Received Payment Rupees: Six Hundred Only

Note –The Registrar may examine this eForm any time after the same is processed by the system under Straight Through Process (STP). In case any defects or incompleteness in any respect is noticed by the Registrar , then this eForm shall be treated and labeled as defective and the eForm shall have to be filed afresh with the fee and additional fee, as applicable. (Please refer Rule 10 of the Companies (Registration offices offices and Fees) Rules, 2014)

Certified to be True Copy

For EMAMI PAPER MILLS LTD.


DEBENDRA BANTHIYA
Company Secretary
FCS-7790

Page 1 of 1

FORM NO. INC-22

[Pursuant to section 12(2) & (4) of The Companies Act, 2013 and Rule 25 and 27 of The Companies(Incorporation) Rules, 2014]



Notice of situation or change
of situation of registered
office

Form language

☒ English

☐ Hindi

Refer the instruction kit for filling the form.

1.* This Form is for

☐ New company

☒ Existing company

2. *(a) Corporate identity number (CIN) of company

L21019WB1981PLC034161

Pre-fill

(b) Global location number (GLN) of company

3. (a) Name of the company

EMAMI PAPER MILLS LIMITED

(b) Address of the registered office of the company

Acropolis, Unit No. 1, 15th Floor
1858/1, Rajdanga Main Road, Kasba
Kolkata
Kolkata

(c) Name of office of existing Registrar of Companies (RoC)

RoC - Kolkata

(d)* Purpose of the form

☒ Change within local limits of city, town or village

☐ Change outside local limits of city, town or village, within the same RoC and state

☐ Change in RoC within the same state

☐ Change in state within the jurisdiction of same RoC

☐ Change in state outside the jurisdiction of existing RoC

4. Notice is hereby given that

* (a) The address of the registered office of the company is situated with effect from

☒ 15/09/2021 (DD/MM/YYYY) at

☐ the date of incorporation of company is

*Address Line I

687, ANANDAPUR, 1ST FLOOR

Line II

E M BYPASS

* City

KOLKATA

* District

Kolkata

* State/Union Territory

West Bengal-WB

Country

INDIA

* Pin Code

700107

* email ID

dbanthiya@emamipaper.com

(b)* Registered Office is

☐ Owned by Company

☐ Owned by Director(Not taken on lease by company)

☐ Taken on Lease by company

☒ Owned by any other entity/Person (Not taken on lease by company)

(c) *Name of office of Proposed RoC or new RoC

Registrar of Companies, West Bengal

(d) The full address of the police station under whose jurisdiction the registered office of the company is situated

* Name

ANANDAPUR POLICE STATION

* Address Line I

757 MADURDAHA

Address Line II

HOSSAINPUR

* City

KOLKATA

State/Union Territory

West Bengal

* Pincode

700107

(e) * Particulars of the Utility Services Bill depicting the address of the registered office
(not older than two months)

Electricity Bill



Attachments

- (1) *Proof of Registered Office address
(Conveyance/Lease deed/Rent Agreement etc.,
along with the rent receipts)
- (2) *Copies of the utility bills as mentioned
above (not older than two months)
- (4) *A proof that the Company is permitted to use the address
as the registered office of the Company if the same is owned
by any other entity/ Person (not taken on lease by company)
- (6) List of all the companies (specifying their CIN) having the
same registered office address, if any
- (7) Optional attachment, if any

Attach	List of attachments
Attach	EMAMI TRADE LICENCE 2021-22.pdf
Attach	ELECTRICITY BILL.pdf
Attach	NOC_EMAMILIMITED.pdf
Attach	
Attach	
Attach	
Remove attachment	

Declaration

- I *
- ☐ A person named in the articles as a of the company
- ☒ have been authorized by the Board of Directors of the company vide resolution number
dated to sign this form and declare that
- ☒ * all the requirements of The Companies Act, 2013 and the rules made thereunder in respect of the subject
matter of this form and matters incidental thereto have been complied with.
- ☒ * I also declare that all the information given herein above is true, correct and complete including the
attachments to this form and nothing material has been suppressed.
- ☒ It is hereby further certified that , a
having Membership number and certificate of practice no
certifying this form has been duly engaged for this purpose.
- * To be digitally signed by 
- * Designation
- * DIN of the director ; or DIN or PAN of the
manager or CEO or CFO; or membership number of
the Company Secretary

Certificate by practicing professional

I declare that I have been duly engaged for the purpose of certification of this form. It is hereby certified that I have gone through the provisions of The Companies Act, 2013 and rules thereunder for the subject matter of this form and matters incidental thereto and I have verified the above particulars (including attachment(s)) from the original records maintained by the company which is subject matter of this form and found them to be true, correct and complete and no information material to this form has been suppressed. I further certify that :

1. The said records have been properly prepared, signed by the required officers of the company and maintained as per the relevant provisions of The Companies Act, 2013 and were found to be in order;
2. All the required attachments have been completely and legibly attached to this form;
3. I further declare that I have personally visited the registered office given in the form at the address mentioned herein above and verified that the said registered office of the company is functioning for the business purposes of the company.

To be digitally signed by



Category

- ☐ Chartered accountant (in whole time practice) or ☐ Cost accountant (in whole time practice) or
☒ Company secretary (in whole time practice)

Whether

- ☒ Associate ☐ Fellow

Membership number

Certificate of Practice number

Certified to be True Copy

For EMAMI PAPER MILLS LTD.


DEBENDRA BANTHIYA
Company Secretary
FCS-7790

Note: Attention is drawn to provisions of Section 448 and 449 which provide for punishment for false statement/certificate and punishment for false evidence respectively.