

SWAGTAM TRADING & SERVICES LIMITED

Regd. Office: R-489, GF-A, New Rajinder Nagar, New Delhi – 110060

Tel : 011-42475489 E-mail : swagtam1984@gmail.com Website : www.swagtam.com

CIN: L51909DL1984PLC289131

- 1) BSE Ltd.
Deputy Manager, Listing Compliance
25th Floor, P. J. Tower, Dalal Street
Fort, Mumbai – 400 001
- 2) Calcutta Stock Exchange Ltd.
Manager, Listing Dept.
7, Lyons Range, Kolkata – 700 001

15.12.2022

Sir/Madam

Please find enclosed herewith 'Resignation Letter' dated 15.12.2022 from Company Secretary & Compliance Officer { Ms. PALLAVI ACS-67405 } of Company for your information & records

We will submit/ file necessary Forms with MCA shortly

We will initiate the process to hire new company secretary

We will ensure proper compliance

Kindly take it on Records, do the Needful & oblige.

Thanks & Regards

For SWAGTAM TRADING AND SERVICES LIMITED

SUMIT GUPTA

Director - DIN: 06911742

Director/Auth. Sign

ENCL – Resignation Letter



Swagtam Trading And Services Limited <swagtam1984@gmail.com>

Swagtam Trading & Services Limited

 R-489, GF-A, Ground Floor,
 New Rajinder Nagar, New Delhi-110060.

Fwd: Resign Letter - CS PALLAVI
Swagtam Trading And Services Limited <swagtam1984@gmail.com>

Thu, Dec 15, 2022 at 5:20 PM

Bcc: CHANDRANI DATTA <chandranidatta@cse-india.com>, sabyasachighosh@cse-india.com, listing@cse-india.com, pducta@cse-india.com, kanchansaha@cse-india.com, Corp Relations <corp.relations@bseindia.com>, Rakesh Parekh <rakesh.parekh@bseindia.com>, Bhuvana Sriram <bhuvana.sriram@bseindia.com>, Abhishek Mishra <abhishekm@nsdl.co.in>, b.bhushanandcompany@gmail.com, "Banmali Swain[IN-DEL]" <b.swain@alankit.com>, Mangalam Iyer <Mangalam.Iyer@bseindia.com>, Narendra Dev <narendrad@nsdl.co.in>, Lalita Prasad <lalitap@alankit.com>, CA Gopal Kedia <gopal@gkkedia.com>, bhavya.rohilla@gkkedia.com, Aditi Narvekar /OPS/FORT <aditin@cdslindia.com>, Shweta Narayanan <Shweta.Narayanan@bseindia.com>, Ankur Mittal <AnkurM@nsdl.co.in>, satish jindal <hmkd90@gmail.com>, Kanishka Aggarwal <kanishka.aggarwal@gkkedia.com>, raman mittal <MITTALRAMAN22@gmail.com>, RAJ KUMAR Gupta <rkgupta.kuberdu@gmail.com>, sambhaji.solat@bseindia.com, Harshad Naik <Harshad.Naik@bseindia.com>, Manish Raval <Manish.Raval@bseindia.com>, CSDEEPAKGUPTA226@gmail.com, jitendracs046@gmail.com

SWAGTAM TRADING & SERVICES LIMITED

Regd. Office: R-489, GF-A, New Rajinder Nagar, New Delhi - 110060

Tel : 011-42475489 E-mail : swagtam1984@gmail.com Website : www.swagtam.com

CIN: L51909DL1984PLC289131

Sir/Madam 15.12.2022

Please find enclosed herewith 'Resignation Letter' dated 15.12.2022 from Company Secretary & Compliance Officer { Ms. PALLAVI ACS-67405 } of Company for your information & records

We will submit/ file necessary Forms with MCA shortly

We will initiate the process to hire new company secretary

We will ensure proper compliance

Thanks & Regards

Kindly take it on Records, do the Needful & oblige.

For SWAGTAM TRADING AND SERVICES LIMITED

SUMIT GUPTA

Director - DIN: 06911742

 For SWAGTAM TRADING & SERVICES LIMITED
 Director/Auto. Sign

----- Forwarded message -----

From: Pallavi Singhal <pallavi22.ps@gmail.com>

Date: Thu, Dec 15, 2022 at 10:38 AM

Subject: Resign Letter

To: <Swagtam1984@gmail.com>

Dear Sir,

Please find the attached resignation letter from the immediate effect.

 --
 Thanks & Regards,
 CS PALLAVI
 +91-9717344952

 resign letter.pdf
 275K

 Handwritten signature and date: 15/12/22
 Handwritten number: 4899701
 Handwritten date: 15/12/22
 Handwritten time: 5:24 pm
 Handwritten number: 9911108800

To
The Board of Directors
Swagtam Trading & Services Limited
R-489, GF-A, New Rajinder Nagar, New Delhi – 110060
CIN: L51909DL1984PLC289131

Date: 15.12.2022

SUB : RESIGNATION LETTER

Dear Sir/Madam,

This is to inform you that due to my pre-occupation in personal & professional matters, I will not be able to continue as Whole time Company Secretary & Compliance Officer of "SWAGTAM TRADING & SERVICES LIMITED" (the "Company") and therefore submit my Resignation from all types & kinds of posts/ titles including such as Company Secretary, Compliance Officer, key management officer, office-bearer, committee member, authorized person/agent, etc.

I confirm that I have no claims of any nature whatsoever against the Company, its Shareholders, Directors, Representatives, Officers, Agents or Employees, in any capacity, including but not limited to:
i) salary & sitting fees by virtue of my position as Company Secretary & Compliance Officer of the Company,
ii) any other claim whatsoever, and to the extent that any such claims exist or may exist,

I hereby irrevocably waive such claims and hereby release the Company from any liability whatsoever in respect thereof. I further acknowledge that there is no outstanding agreement or arrangement under which the Company has or could have any obligations towards me or vice-versa.

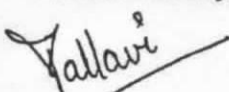
I do confirm that the Company does not owe me any money on any account whatsoever and vice versa, and that there are no pending Transactions/ Account/ Assets from either side such as Loans, Advances, Expenses, Salary, Fee(s), etc., including with/ from any of the existing Directors/ Members/ Office-bearers of the Company.

Kindly take it on Record, do the Needful and Confirm.

If no communication is received within seven days, my Resignation will be presumed/ deemed to have been accepted.

You are requested to please intimate/communicate to MCA/ROC, Stock Exchanges, others, etc.
I wish success & growth to the Company.

Thanking You
Yours sincerely,



Pallavi
D/o Mr. Tarsem Lal
BE-161 Gali No.3, Hari Nagar, New Delhi - 110064
PAN: BKBPP1054K
ACS - 67405
M#9717344952
ECSIN: EA067405D000074753