



INVESTOR SERVICE CENTRE
ITC Limited
37 J. L. Nehru Road
Kolkata 700 071, India
Telephone nos. : 1800-345-8152 (Toll free)
91 33 22886426 / 0034
Facsimile no. : 91 33 22882358

Ref.: Isc/Lost/Exch/48

10th December, 2021

The Manager
Listing Department
National Stock Exchange
of India Ltd.
Exchange Plaza
Plot No. C-1, G Block
Bandra-Kurla Complex
Bandra (East)
Mumbai 400 051

The General Manager
Dept. of Corporate Services
BSE Ltd.
P. J. Towers
Dalal Street,
Mumbai 400 001

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

Dear Sirs,

Sub: Intimation regarding Loss of Share Certificate

Pursuant to Regulation 39(3) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, please find enclosed details of the Share Certificates for 33195 shares of ₹1/- each of the Company which have been intimated as lost by the Shareholders on 9th December, 2021.

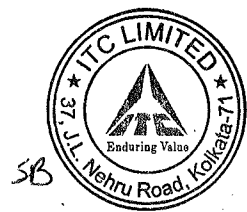
Further, copies of the letters received from the Shareholders regarding loss of the aforesaid Share Certificates are also enclosed for your reference.

Yours faithfully,

(T. K. Ghosal)
Deputy Secretary
Encl.: A/a

LIST OF SHARE CERTIFICATES REPORTED LOST

LEDGER FOLIO NO	CERTNO	DISTNO FROM	DISTNO TO	NO. OF SHARES
02/12581	000004413	0000009263891	0000009264530	0000000000640
02/12581	000070620	0002508056566	0002508056885	0000000000320
02/12582	000004414	0000009264531	0000009265170	0000000000640
02/12582	000070621	0002508056886	0002508057205	0000000000320
04/28098	000237841	0008069586350	0008069586364	0000000000015
13/35250	000248736	0008089363473	0008089364972	0000000001500
19/00430	000047411	0000078100221	0000078110140	0000000009920
19/00430	000113629	0002542481111	0002542486070	0000000004960
19/00430	000185417	0003903598653	0003903613532	0000000014880



MANJEET MAAN

2801/02, Oberoi Sky Heights, Lokhandwala, Complex, Andheri(w), Mumbai-400053

Contact No: 26736996, email: gmresponse@gmail.com

154414

Date: 03/12/2021

To,
ITC Ltd
37, J.L. Nehru Road
Kolkata -700071

SUB: Request for Issue of Duplicate Share Certificate

Ref: Manjeet Maan: - Folio No: 13/35250

Share Certificate No: 248736

No. of Shares: 1500 Shares of Rs.1/- Each

Dear Sir,

With reference to above, this is to inform you that in the year 2016 I was allotted the aforementioned Shares of ITC Ltd as a "Bonus Shares." But the said share certificate covering the aforesaid shares has been **Lost / misplaced / not received** and it is not in my possession and further I confirm that I have not transferred the said shares in favor of any other person.

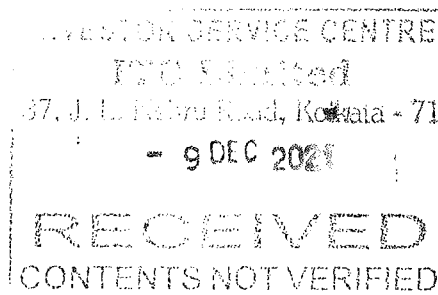
I request you to kindly issue us the duplicate share certificate at the earliest. I shall be highly obliged.

Thanking You
Yours truly,

FOR MANJEET MAAN



(Signature)



Dear Mr. Dey
ITC Ltd

154415

Re: Loss of share Certificate
Bonus 2016

folio no - 04/20078

Sir,

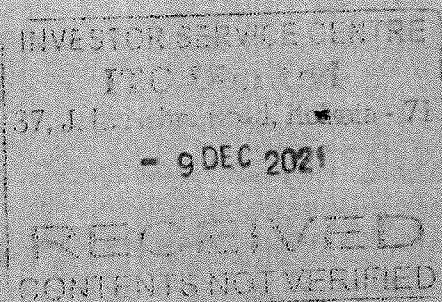
I would like to inform you that I shifted my residence located at 2/45, Puchapally Sadique North 24 Parganas to LM Bye Pass Kaska Gokpurh flat no- B-6/10, Kaska 700107 (old 700028) long back. I lost the above certificate in the process of ~~shifting~~ shifting.

I would request you to issue 15 nos of Bonus 2016 certificate at the earliest.

Thanking you,

Yours faithfully,

Indu Kanti Das. ~~Member~~
(Member Kanti Das)



154412

November 25, 2021

Investor Service Centre
ITCLimited
37 Jawaharlal Nehru Road
Kolkata 700 071

Subject Transmission & Duplicate
Folio 19/00430 (BRAJENDRA KISHORE SINGH)

Dear Sir,

Kindly refer your letter, TRM/3470(45318/DOC/YTM/20438) dated 16.11.2017.

I am the constituted attorney of Smt Pratyusha Rajeshwari Singh, Executrix To The Estate of Brajendra Kishore Singh.

I am enclosing the following, duly notarised, for your consideration:-

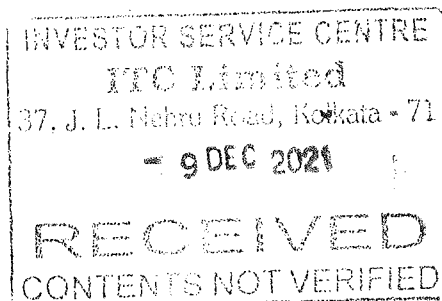
1. Transmission Request Form
2. Affidavit for transmission on 10/- NonJudicial Stamp Paper duly sworn and affirmed before a Notary Public.
3. Affidavit and Indemnity for Duplicate issue of lost certificates on Rs 10/- & Rs 50/- NonJudicial Stamp Paper in respect of 29760 shares.
4. FIR, Duly Notarised.
5. Bank attested NECS Mandate Form, along with cancelled cheque.
6. Power Of Attorney. (Kindly register the above in your records and provide registration numbers.)

I trust the above are in order. Kindly let me know if any further document is required.

Thanking you,
Warm regards


Rakesh Gujral
Constituted attorney of
Pratyusha Rajeshwari Singh,
Executrix To The Estate of Brajendra Kishore Singh

25/11/2021



Dated: 01/12/2021

From

Ajoy Bhar & Jaya Bhar

192 Block- C Bangur Avenue

South Dum Dum (M),

North 24 Parganas,

West Bengal-700055

To,

ITC Limited

37 Jawaharlal Nehru Road

Kolkata-700071

West Bengal, India

Ref.: Folio no: 02/12582

Reg.: Request for Issuance of Duplicate share certificate, Deletion of Name, Signature Updation and Claim of shares and Dividend from IEPF

Dear Sir/Mam,

We, Ajoy Bhar and Jaya Bhar are holding 2880 shares of ITC Limited under registered folio no. 02/12582.

Further we want to inform you that the shares were held jointly with Abha Rani Bhar. The existing joint holder Mrs. Abha Rani Bhar expired on 16-01-1986. So, we request you to kindly delete the name of the deceased share holder from the share certificate and issue shares in our name.

As per your mail dated 18-07-2021, 1920 shares have been transferred to IEPF. Hence, we have filed an IEPF claim vide SRN T61156683 on 30/11/2021 and we are sending all the IEPF claim documents to you along with this letter. Kindly verify the same and do the needful.

Kindly note that, the original share certificates bearing certificate nos. 4413 and 70621 for 960 shares have been lost/ misplaced and hence, we are providing you with the FIR copy and duplicate formats.

Further we would also like to inform you that our signature has changed over a period of time so we are sending you letter for signature updation.

Please help us with the above request of IEPF claim and issue of outstanding dividend and do the needful ASAP.

Your help in this regard will be highly appreciated.

Thanking you,

Yours faithfully,



(AJAY BHAR)



(JAYA BHAR)



Encl.:-

1. Copy of Death Certificate of **Abha Rani Bhar** duly Notarized
2. Self-attested copy of PAN card & Aadhar Card of Ajoy Bhar & Jaya Bhar
3. Signature Verification letter duly attested by Bank Manager.
4. Mandate Form duly attested by Bank Manager along with self-attested Pan Card, Aadhaar Card and an original cancelled cheque.
5. Form for Registration for Email Id
6. Acknowledgement Copy of Police Complaint.
7. Affidavit for Duplicate share certificate duly signed and notarized
8. Indemnity bond for Duplicate share certificate duly signed and notarized.
9. Copy of mail dated
 - a. 18-07-2021 for Deletion of Name and mail dated
 - b. 08-10-2021 for claim for duplicate shares.
 - c. 19-10-2021 for claim of shares from IEPF
10. Online application copy of IEPF-5 form duly signed on each and every paper.
11. Copy of MCA acknowledgment.
12. Advanced receipt with revenue stamp affixed and signed.
13. Idemnity Bond worth 500/- duly executed and notarized
14. PAN & Aadhar of 2 witnesses self-attested and duly notarized
15. CML (client master list) copy duly attested by DP and self-attested and notarized.
16. Unsigned Cancelled Cheque

154411
Dated: 01/12/2021

From

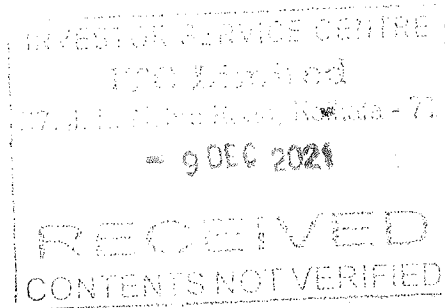
Ajoy Bhar

192 Block- C Bangur Avenue
South Dum Dum (M),
North 24 Parganas,
West Bengal-700055

To,

ITC Limited

37 Jawaharlal Nehru Road
Kolkata-700071
West Bengal, India



Ref.: Folio no: 02/12581

Reg.: Request for Issuance of Duplicate share certificate, Deletion of Name and Claim of shares and Dividend from IEPF

Dear Sir/Mam,

I, Ajoy Bhar am holding 2880 shares of ITC Limited under registered folio no. 02/12581.

Further I want to inform you that the shares were held jointly with my mother Abha Rani Bhar. My mother expired on 16-01-1986. So request you to kindly delete the name of the deceased share holder from the registered member and issue the shares in my name.

As per your mail dated 18-07-2021, 1920 shares have been transferred to IEPF. Hence, I have filed an IEPF claim vide SRN T60960986 on 30/11/2021 and am sending all the IEPF claim documents to you along with this letter. Kindly verify the same and do the needful.

Kindly note that, the original share certificates bearing certificate nos. 4413 and 70621 for 960 shares have been lost/ misplaced and hence, I am providing you with the FIR copy and duplicate formats.

Further I would also like to inform you that my signature has changed over a period of time so I am sending you for signature updation.

Please help me with the above request of IEPF claim and issue of outstanding dividend and do the needful ASAP.

Your help in this regard will be highly appreciated.

Thanking you,

Yours faithfully,



(AJAY BHAR)

Encl.:-

1. Copy of Death Certificate of **Abha Rani Bhar** duly Notarized
2. Self-attested copy of PAN card & Aadhar Card of Ajoy Bhar
3. Signature Verification letter duly attested by Bank Manager.
4. Mandate Form duly attested by Bank Manager along with self-attested Pan Card, Aadhaar Card and an original cancelled cheque.
5. Form for Registration for Email Id
6. Acknowledgement Copy of Police Complaint.
7. Affidavit for Duplicate share certificate duly signed and notarized
8. Indemnity bond for Duplicate share certificate duly signed and notarized.
9. Copy of mail dated
 - a. 18-07-2021 for Deletion of Name and mail dated
 - b. 08-10-2021 for claim for duplicate shares.
 - c. 19-10-2021 for claim of shares from IEPF
10. Online application copy of IEPF-5 form duly signed on each and every paper.
11. Copy of MCA acknowledgment.
12. Advanced receipt with revenue stamp affixed and signed.
13. Indemnity Bond worth 500/-duly executed and notarized
14. PAN & Aadhar of 2 witnesses self-attested and duly notarized
15. CML (client master list) copy duly attested by DP and self-attested and notarized.
16. Unsigned Cancelled cheque