



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

17th June, 2020

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 Certificates

Pursuant to Regulation 39(3) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, please find enclosed details of the Share Certificate for 4110 shares of ₹1/- each of the Company which has been intimated as lost by a Shareholder on 17th June, 2020.

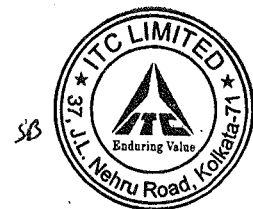
Further, copy of the letter received from the Shareholder regarding loss of the aforesaid Share Certificate is also enclosed for your reference.

Yours faithfully,

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

LIST OF SHARE CERTIFICATES REPORTED LOST

LEDGER FOLIO NO	CERTNO	DISTNO FROM	DISTNO TO	NO. OF SHARES
19/05869	000256838	0008102716661	0008102720770	0000000004110



FROM:

NO CHEQUE ATTACHED

NEW DELHI

MRS VIJAYA SHANKAR

40 G. SHANKAR

W-148, GREATER KAILASH - I

NEW DELHI 110048

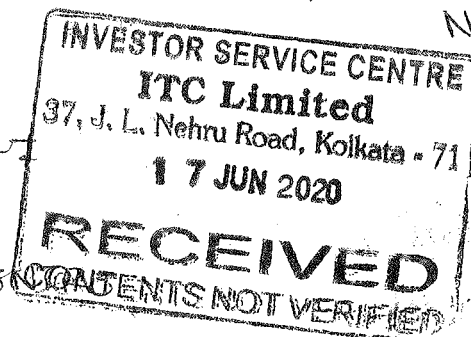
TO

INVESTOR SERVICE CENTRE

ITC LTD

37, J. L. NEHRU ROAD

KOLKATA 700070 700071



MARCH 2020

ATTN: MS RUPANNITA GHOSH

DEAR MADAM

REF: YOUR LETTER NO ISC (108002/ISC/DUP/57454)
DATED 14 JANUARY 2020

SUB: ISSUE OF DUPLICATE CERTIFICATE FOR 2016

BONUS SHARES ISSUED TO ME FOR

CERT NO	ACCOUNT NO	CERTIFICATE DATE	NO OF SHARES	DISTINCTIVE NOS
256838	19/05869	07/07/2016	4110	8102716661

THE DOCUMENTS REQUESTED BY

YOU ARE SENT HERewith FOR ISSUE OF
DUPLICATE CERTIFICATE FOR THE 4110 BONUS SHARES
ISSUED IN 2016

1. AFFIDAVIT ON RIO/- N.J. STAMP PAPER AS
PER YOUR FORMAT DULY NOTARISED
2. INDEMNITY BOND AS PER FORMAT SENT ON R50/- NJ
STAMP PAPER DULY SIGNED & WITNESSED, ATTESTATION
OF SIGNATURE BY STATE BANK OF INDIA ATTACHED
3. COUNTER GUARANTEE AS PER FORMAT ON R50/- NJ
STAMP PAPER FROM TWO PERSONS OF REPUTE WITH
THEIR SELF ATTESTED COPIES OF THEIR AADHAAR AND
PAN CARDS

FURTHER AS REQUESTED

- MY SPECIMEN SIGNATURE DULY ATTESTED ON
STATE BANK OF INDIA LETTERHEAD ATTACHED AS
INDICATED AT ITEM 2, ABOVE

- ORIGINAL CHEQUE LEAF OF AC NO 10674/1444 /
DULY CANCELLED
 - MANDATE FORM FOR PAYMENT THROUGH ELECTRONIC
MODE DULY ATTESTED BY BANK (STATE BANK OF
INDIA).
 - SELF ATTESTED COPIES OF MY
 - AADHAAR CARD
 - PAN CARD
- ATTACHED.

HOPES THESE DOCUMENTS WILL ENABLE ISSUE
OF DUPLICATE SHARE CERTIFICATE EARLY.

IT IS ALSO BROUGHT ^{FOR} ~~TO~~ YOUR THAT I HAVE BEEN
AND INVESTOR IN ITC LTD SINCE 1975.

THANKING YOU AND REGARDS
Mrs. vijaya shankar

(MRS VIJAYA SHANKAR)

ENCL.: AS ABOVE-12