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

Enduring Value

Ref.: Isc/Lost/Exch/48

22nd July, 2022

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 Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, please find enclosed details of Share Certificates for 23700 shares of ₹1/- each of the Company intimated as lost by the Shareholders on 21st July, 2022.

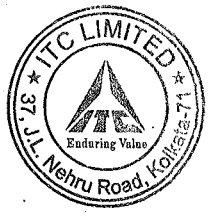
Copies of the letters received from the Shareholders regarding loss of the aforesaid Share Certificates are enclosed for your reference.

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
02/18944	000004929	0000010084551	0000010084750	0000000000200
02/18944	000071136	0002508466896	0002508466995	0000000000100
11/39284	000027198	0000047120501	0000047121500	0000000001000
11/39284	000093408	0002526989281	0002526989780	0000000000500
31/00606	000293259	0000003450711	0000003472610	0000000021900



169999

From:
Debashis Banerjee
10/2, Ramchand Mukherjee Lane,
Kolkata- 700036
Mob: 9830669911
Email: debashis_banerjee@rediffmail.com

Date: 12/7/22

To
Ms. Rupannita Ghosh
Invesor Service Centre
ITC Limited
Virginia House,
37 Jawaharlal Nehru Road,
Kolkata- 700071

Madam,

Re: Folio No. 02/18944

Sub: Issue of Duplicate Share Certificate(s)

I am in receipt of your email dated 30.05.2022.

I would like to inform you that I have misplaced/ lost my original Share Certificate(s). I am attaching herewith following:

1. Self-attested copy of PAN Card
2. Self-attested copy of Aadhar Card

I request you to please send me the procedure for issue duplicate Share Certificate(s) along with Share Certificate Nos. and Distinctive Nos. to enable me to fill the Indemnity Bond, Affidavit, etc. at the earliest.

Thanking you,

Yours faithfully,

Debashis Banerjee

INVESTOR SERVICE CENTRE
ITC Limited
37, J. L. Nehru Road, Kolkata - 71
21 JUL 2022
RECEIVED
CONTENTS NOT VERIFIED

HSBC

140001

INVESTOR SERVICE CENTRE
ITC Limited
37, J. L. Nehru Road, Kolkata - 71
21 JUL 2022
RECEIVED
CONTENTS NOT VERIFIED

Date: July 18, 2022

ITC LTD.
Investor Service Centre
Virginia House, 37 Jawaharlal Nehru Road
Kolkata, West Bengal, 700 071

Dear Sir/Madam,

Ref. Folio: 31/00606 - Hongkong Bank (Agency) Pvt. Ltd.

Ref. Mail: Attached

Sub: Request you to approve the attached format of Public Notice or share us the required format

Kind Attn.: Mr. Ajoy Singh

This is in reference to your email dated July 18, 2022 in respect of our physical shareholding in ITC Limited under folio no. 31/00606 in the name of Hongkong Bank (Agency) Private Limited now known as HSBC Agency (India) Private Limited.

As per the details provided by you in your email dated March 03, 2022, we are holding following shares in ITC Limited under aforementioned folio:

Certificate No.	Distinctive Nos.	No of Shares	Status of Share Certificate
62384	104642831 - 104657430	14,600	Retained by You
128609	2555754561 - 2555761860	7,300	Retained by You
195483	3930796988 - 3930818887	21,900	Retained by You
293259	3450711 - 3472610	21,900	Lost
	Total	**65,700 (Sixty Five Thousand Seven Hundred Only)**	

HSBC AGENCY (INDIA) PRIVATE LIMITED
MUMBAI

Further, since we have lost Share Certificate No. 293259 and the value of the Shares as on July 14, 2022 exceeds INR 500,000/- and as per the latest SEBI Circulars on "Common and simplified norms for processing Investor's Service request", in order to initiate the procedure to obtain the Duplicate Share Certificates in lieu of lost ones, we are required to issue a public notice in a newspaper. In this regard, we are attaching a format for the public notice required to be published, request you to either approve the same or provide us with a format from your end, in order to initiate the desired procedure.

Further, we are in the process of submitting you the required ISR forms (i.e., ISR-1, ISR-3 & ISR-4) as required under SEBI Circulars on "Common and simplified norms for processing Investor's Service request" post we publish the required Public Notice in the newspaper regarding lost Share Certificate.

We are enclosing the required documents for your further action. In case you need any further clarification, please call or write us.

Yours Sincerely,
For HSBC Agency (India) Private Limited

Authorised Signatory
Payal Advani
Contact No.8657554393

Authorised Signatory
Manju Mehra Kakri
Contact No. 9819986920

HSBC AGENCY (INDIA) PRIVATE LIMITED MUMBAI

Enclosed:

1. Your mail dated March 5, 2022 & July 18, 2022;
2. Board Resolution for Authorization; and
3. List of Authorised Signatory along with KYC of both signatories.

170603

REQUEST LETTER FOR ISSUANCE OF DUPLICATE SHARE CERTIFICATE CUM NAME DELETION

(Shares misplaced/lost by a transferee/transferor) Date: 15/6/22

To,

ITC Limited
37 J.L. Nehru Road
Kolkatta700 071

Sub : Issuance of Duplicate Share Certificate cum Name deletion

Unit: ITC Limited

Ref : Folio No. 11/39284 Cert. No. 27198, 93408

Dist. No. 47120501 to 47121500, 2526989281 to 2526989780

No. of shares. ~~6451~~ 1,500

Dear Sir/Madam,

We have purchased the aforementioned equity shares of ITC Limited.

I/we have misplaced/lost the above referred share certificate(s). For issuance of duplicate share certificate(s) in lieu of the above, I am/we are enclosing herewith the following documents to enable you to issue the duplicate share certificate(s).

1. Indemnity Bond on Rs.500/- Stamp Paper duly executes & signed by shareholder (including joint shareholder, if any)

2. Affidavit on Rs.100/- Stamp Paper duly executed & signed by shareholder (including joint shareholder, if any).

3.Self Attested copy of Aadhar and Pancard of Surving holders.

4. Death Copy of Deceased Shareholder (Either original or Notarised copy.

5. ISR1, ISR2 ISR4 and SH13 attached.

6. Original Cheque Leaf and Client Master List Attached

Kindly do the needful at the earliest possible.

Thanking you,

Yours faithfully

Signature of Shareholder(s)

D Kapadia

INVESTOR SERVICE CENTRE
ITC Limited
37, J. L. Nehru Road, Kolkata - 71
21 JUL 2022
RECEIVED
CONTENTS NOT VERIFIED

Daraius Tehmuras Kapadia

Homai Sam Karkaria

H. S. Karkaria