



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

23rd June, 2023

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 705 shares of ₹1/- each of the Company intimated as lost by the Shareholders on 21st June, 2023 and 22nd June, 2023.

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

Yours faithfully,

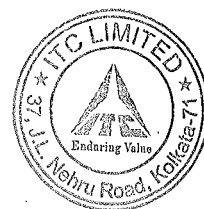
**TUNAL
KUMAR
GHOSAL**

Digitally signed
by TUNAL
KUMAR GHOSAL
Date: 2023.06.23
16:34:23 +05'30'

(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
02/36341	000006960	0000013218791	0000013218800	0000000000010
02/36341	000073167	0002510034016	0002510034020	0000000000005
02/36341	000158039	0003839104158	0003839104172	0000000000015
12/29881	000206226	0003924615068	0003924615292	0000000000025
12/29881	000206227	0000100336171	0000100336320	00000000000150
12/29881	000206228	0002553601231	0002553601305	00000000000075
12/29881	000247340	0008085723375	0008085723599	00000000000225



From: SURESH KUMAR Golecha
Sent: 11 June 2023 10:27 AM
To: golecha69vskp@gmail.com
Subject: To

195445

To
Investor service centre,
ITC Ltd,
37, Jawhar Lal Nehru math,
Kolkata 700071

From:
Neel Kamal golecha,
14/25/40 maharani peta,
Visakhapatnam 530002

Sir,

Sub: change of Surname kyc

Letter for loss of share certificates

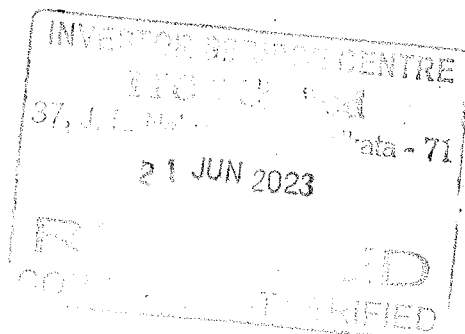
First of all I would like to Thankyou for your prompt reply to my email. I am holding shares of itc Ltd. Under folio no.02/36341 in the name of Neel Kamal BarmatD/o Prakash Chand Barmatsince more than 15 years. I have changed my Surname to Neelkamal golecha W/o Jayanthikumar golecha after marriage. Since I have to get the shares kyc complaint I have to submit the required papers. I am to state that the old certificate of Rs.10 face value nor the new certificates of Rs. 1 face value are not traceable in spite of searching several times. I request you to kindly send the procedure for surname change, kyc and duplicate certificate I am herewith enclosing isr 1, isr2, isr13 Aadhar pan etc. for doing the needful. Hope to hear soon from you. Please do the needful at the earliest.

Thanking you

Yours sincerely,

Neel Kamal golecha

Neel Kamal



17.06.2023

195549

MANJU LUNIYA
31/32 – B, J.P LANE
VANIYAR STREET, SUKRAWARPET
COIMBATORE – 641001

Subject: Claim for Lost Shares
Ref: Folio No: 12/29881 / ITC LTD

Dear Maám/Sir,

I am writing to inform you about the unfortunate loss of my shares in ITC LTD. I hold 675 shares in the company under the following details:

- Shareholder Name: Manju Luniya
- Share Certificate Number(s): Not Available
- Total Number of Shares: 675
- Folio No: 12/29881

Unfortunately, due to my address change, I am no longer in possession of the physical share certificate(s) as I have misplaced the same.

I understand the importance of reporting this loss promptly and taking the necessary steps to recover my shares. Therefore, I kindly request your assistance in guiding me through the process of claiming and replacing the lost shares. I have taken the following preliminary steps:

I am notifying the registrar/transfer agent of ITC LTD about the loss and provided them with the necessary documents like ISR 1, ISR 2 and SH 13 with necessary documents like Pan Card, Aadhaar Card, CML Copy and Cancelled Cheque leaf to make the necessary KYC changes in the books of registrar.

To proceed with the claim process, I would appreciate it if you could provide me with the specific procedures and documentation required to initiate the replacement of my lost shares.

I understand that there may be certain formalities and verification procedures involved, and I am willing to comply with any requirements to ensure a smooth resolution.

I would be grateful if you could acknowledge receipt of this letter and provide me with an estimated timeline for the completion of the claim process. Should you require any further information or documentation, please do not hesitate to contact me on +91 9894820212 or mail id: swastik.glass@hotmail.com

Thank you for your prompt attention to this matter. I appreciate your assistance in resolving this issue and look forward to a favourable resolution.

Yours sincerely,

Manju

Manju Luniya

