



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

24th March, 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 Certificates

Pursuant to Regulation 39(3) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, please find enclosed details of the Share Certificates for 15802 shares of ₹1/- each of the Company which have been intimated as lost by the Shareholders on 22nd March, 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)
Asst. Company Secretary
Encl.: A/a

LIST OF SHARE CERTIFICATES REPORTED LOST

LEDGER FOLIO NO	CERTNO	DISTNO FROM	DISTNO TO	NO. OF SHARES
07/28831	000165861	0003858671048	0003858672547	0000000001500
13/03139	000174287	0003877714361	0003877716445	0000000002085
13/03651	000096960	0002529473376	0002529473575	0000000000200
13/06155	000097166	0002529900571	0002529900815	0000000000245
19/65075	000151377	0000024590091	0000024597930	0000000007840
19/65075	000151378	0002515723116	0002515727035	0000000003920
19/66476	000260985	0008107838597	0008107838608	0000000000012



42

JINESH RAMESHCHANDRA SHETH
72, PRINCESS STREET
CHAPSEY BLDG., 3RD FLOOR,
MUMBAI - 400 002.

Ref.: - 06/ITC/20-21

December 21, 2020

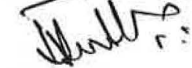
To
Investor Service Centre
ITC Ltd
Virginia House
37, J.L. Nehru Road
Kolkatta - 700071

Folio No. 19/66476

Dear Sir,
Subject:- 12 Share of Re.1 /- FV issued in 2016 (Bonus) Certificate

We are in receipt of the Letter Ref Trm/5413(123410/DOC/TRM/52857) A/C No. 19/66476.
We are not in possession of Original Share Certificate of 12 Bonus Shares issued in 2016.
We request you to kindly delete 3rd holder (Rameshchandra C Sheth) Name & issue a new Share Certificate of $24 + 12 = 36$ Shares. Kindly update our Signature & KYC Documents in your records and oblige.

Thanking you,
Sincerely Yours,



JINESH R SHETH
Encl :- As Above.



VIJAY R SHETH

Folio No : 19/66476

Cert's Folio No
260985

Cert's Folio Date
07/07/2016

No. of share Digitised
12 8107838597-
8107838608

132353

REQUEST LETTER

DATE :- 06/03/2021

FROM,
SHANTI KISHAN LAL MALANI
1805 Floor-18th plot- cs, No 921
East bay, Dr.M.B.Velkar marg
Mumbai-400 002.kalbadevi

TO,
INVESTOR SERVICE CENTRE.
Virginia House, 37 Jawaharlal Nehru Road,
Kolkata, West Bengal, 700071

UNIT :- ITC LTD
FOLIO NO - 13/03139 NO OF SHARES - 2085
SUB :- DUPLICATE CUM TRANSMISSION

DEAR SIR/MADAM,

I SHANTI KISHAN LAL MALANI the legal heir of Late KISHAN LAL MALANI the register share holder of ITC LTD having Folio no - 13/03139 of 2085 equity shares.

I would like to inform you that we have lost/misplaced/stolen the above mentioned shares of M/s. ITC LTD.

We request to you to issue the duplicate share certificate in our favour and to take the necessary action in this regards from your end.

We are hereby enclosing the required documents for the duplicate cum Transmission of share certificate process and details of exact holding.

Your sincerely,

शान्ति शर्मा

SHANTI KISHAN LAL MALANI

INVESTOR SERVICE CENTRE
ITC Limited
37, J. L. Nehru Road, Kolkata - 71
22 MAR 2021
RECEIVED
CONTENTS NOT VERIFIED

REQUEST LETTER

DATE :- 06/03/2021

FROM,
SHANTI KISHAN LAL MALANI
1805 Floor-18th plot-cs, No 921
East bay, Dr.M.B.Velkar marg
Mumbai-400 002.kalbadevi

TO,
INVESTOR SERVICE CENTRE.
Virginia House, 37 Jawaharlal Nehru Road,
Kolkata, West Bengal, 700071

UNIT :- ITC LTD
FOLIO NO - 13/06155 NO OF SHARES - 245
SUB :- DUPLICATE CUM TRANSMISSION

DEAR SIR/MADAM,

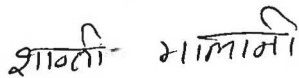
I SHANTI KISHAN LAL MALANI the legal heir of Late KISHAN LAL MALANI the register share holder of ITC LTD having Folio no - 13/06155 of 245 equity shares.

I would like to inform you that we have lost/misplaced/stolen the above mentioned shares of M/s. ITC LTD.

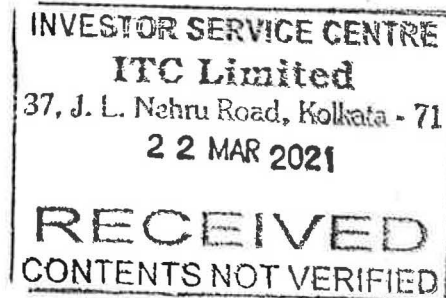
We request to you to issue the duplicate share certificate in our favour and to take the necessary action in this regards from your end.

We are hereby enclosing the required documents for the duplicate cum Transmission of share certificate process and details of exact holding.

Your sincerely,



SHANTI KISHAN LAL MALANI



REQUEST LETTER

DATE :- 06/03/2021

FROM,
SHANTI KISHAN LAL MALANI
1805 Floor-18th plot- cs, No 921
East bay , Dr.M.B.Velkar marg
Mumbai-400 002.kalbadevi

TO,
INVESTOR SERVICE CENTRE.
Virginia House, 37 Jawaharlal Nehru Road,
Kolkata, West Bengal, 700071

UNIT :- ITC LTD
FOLIO NO – 13/03651 NO OF SHARES - 200
SUB :- DUPLICATE CUM TRANSMISSION

DEAR SIR/MADAM,

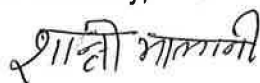
I SHANTI KISHAN LAL MALANI the legal heir of Late KISHAN LAL MALANI the register share holder of ITC LTD having Folio no - 13/03651 of 200 equity shares.

I would like to inform you that we have lost/misplaced/stolen the above mentioned shares of M/s. ITC LTD.

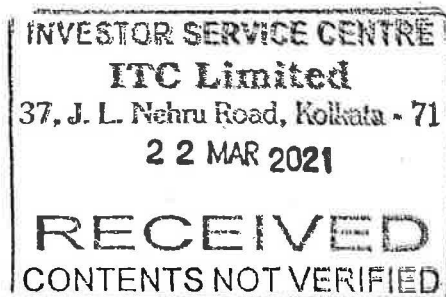
We request to you to issue the duplicate share certificate in our favour and to take the necessary action in this regards from your end.

We are hereby enclosing the required documents for the duplicate cum Transmission of share certificate process and details of exact holding.

Your sincerely,



SHANTI KISHAN LAL MALANI



From : Kamal Kumar Ghosh – 1st holder
Sajal Kumar Ghosh – 2nd holder
Chandan Kumar Ghosh – 3rd holder
338 Dum Dum Park
Kolkata 700 055
Mobile : 98753 61638

Date : 12 March 2021

Investor Service Centre
ITC Limited
37 Jawaharlal Nehru Road
Kolkata 700 071

Dear Sir / Madam,

**Sub : Issuance of Duplicate Share Certificate vide
Folio No:07/28831 (1500 shares) which is misplaced**



We thank you for your email reply dated 24/02/2021 in response to our email dated 19/02/2021 for issuance of duplicate share certificate of 1500 which are misplaced during renovation of our house, out of our total holding of 4500 shares (vide counter part of Dividend Warrants for the year 2017-19).

As per your instruction, we are hereby sending a letter duly signed by us along with the chronological details of procurement of those share certificates as follows (scanned copies were already sent on 19/02/2021), that will help you to facilitate your process of execution to grant our prayer and requirements.

Sl No :	No of share with face value :	Folio No :	Certificate No :	Distinctive No :	Date of allotment :	Inference :
1	100 ordinary shares of Rs 10/- each held on 28 September 2005 (Record date)	07/28831	1590724	143278477 To 143278576	08/06/1995	FIRST OR INITIAL PROCUREMENT
2	1000 ordinary shares of Rs 1/- allotted on subdivision in lieu of the ordinary shares of Rs 10/- each held by us	07/28831	18341	32410021 To 32411020	28/09/2005	Procured on subdivision (Allotment advice attached)
3	500 ordinary shares of Rs 1/- each allotted on Bonus Shares	07/28831	84550	2519633081 To 2519633580	05/10/2005	Allotment of Bonus Shares on 05/10/2005 (Allotment advice attached)
4	1500 Shares	07/28831	NA	NA	NA	Misplaced during renovation of our home
5	1500 Bonus Shares allotted in the proportion of 1 (one) Bonus Share of Rs1/- each for every existing 2 (two) fully paid up ordinary shares of Rs 1/- (Record date : 04/07/2016)	07/28831	240496	8074736695 To 8074738194	04/07/2016	Allotment of Bonus Shares against existing 3000 fully paid up ordinary shares by a ratio of 2:1

With all above, kindly do the needful and resolve the issue once for all.

With Regards,

Yours truly,

Kamal Kumar Ghosh
Kamal Kumar Ghosh
1st Holder

Sajal Kumar Ghosh
Sajal Kumar Ghosh
2nd Holder

Chandan Kumar Ghosh
Chandan Kumar Ghosh
3rd Holder

ENCLOSURES:

- ① PHOTOCOPY OF SHARE CERTIFICATES
SL. NO: 1, 2, 3, 5
- ② PHOTOCOPY OF COUNTER PARTS OF
DIVIDENDS - 31st MARCH 2017, 2018, 2019 & 2020-21
(SUBMITTED AS DOCUMENTS)
- ③ SELF-ATTESTED PAN & AADHAR OF
1ST, 2ND & 3RD HOLDERS.



19/65075

AFFIDAVIT

In the matter of issuance of
duplicate Share Certificate(s)
of ITC Limited

I the following :

1. Rani Shankardass wife of Mr. Vijay Shankardass residing at 7 A & B Sector 14, Gurgaon 122001, Haryana

hereby state upon oath as follows:

I am owner of 11,760 Ordinary shares bearing distinctive numbers (as listed below) in ITC Limited ("the said shares").

The below mentioned Certificate(s) for the said shares were not received and are beyond recovery and they are not in my possession.

I have not sold, mortgaged, hypothecated or pledged or otherwise disposed of the said shares or any of them to any person, bank or other party and I have not executed any instrument of transfer for the said shares in favour of any person(s) since the date of my acquisition and I am still the sole and absolute owner of the said shares.

contd.....



I solemnly affirm and state that the facts mentioned above are true and correct and that nothing material has been concealed.

Solemnly declared and affirmed

at Gurgaon

on identification at am/pm
before me.

.....

(Signature and Seal of the Notary
with date)



Deponent(s)

1. Name:

RANI SHANKARDASS.

Signature:

Rani Shankardass

Identified by me

.....
(Signature of the Advocate)

Details of share certificate(s) :

<u>Certificate No.</u>	<u>Dist No. From</u>	<u>Dist No. To</u>	<u>No. of Shares</u>
151377	24590091	24597930	7840
151378	2515723116	2515727035	3920

ATTESTED

Rajender Singh Khatana
Advocate & Notary
Gurugram

25-01-2021