



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

5th March, 2019

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, Fort
Mumbai 400 001

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

Dear Sirs,

Sub: 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 in respect of 53,928 Ordinary Shares of ₹1/- each of the Company which have been reported lost by the Shareholders on 4th March, 2019.

The copies of the letters received from the Shareholders regarding loss of the aforesaid Share Certificates are also enclosed.

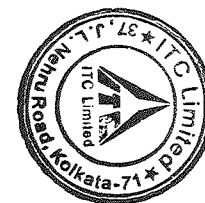
Yours faithfully,


(T. Ghosal)
Asst. Company Secretary

Encl.: A/a

COMPANY NAME ITC LIMITED
 SOURCE INVESTOR SERVICE CENTRE
 LETTER REF NO LOST/SHR.EXCH/48 HRS
 LETTER DATE 05/03/2019
 DISCREPANCY LOSS SHARES
 DISCREPANCY SHARES REPORTED LOST/STOLEN/MISPLACED

LEDGER FOLIO NO	HOLDER NAME	CERTNO	DISTNO FROM	DISTNO TO	NO. OF SHARES
02/05009	REETA BANERJEE	000232387	0008059270031	0008059273480	0000000003450
02/05025	ARUNABHA BANERJEE	000232389	0008059282301	0008059285750	0000000003450
03/02361	AMITA ROY CHOWDHURY	000008552	0000015084131	0000015088730	0000000004600
03/02361	AMITA ROY CHOWDHURY	000074759	0002510966686	0002510968985	0000000002300
03/02361	AMITA ROY CHOWDHURY	000159256	0003841514632	0003841521531	0000000006900
03/02361	AMITA ROY CHOWDHURY	000235211	0008063767365	0008063774264	0000000006900
14/00477	NOZER MOTA NAKRA	000036360	0000060882321	0000060891140	0000000008820
14/00477	NOZER MOTA NAKRA	000102572	0002533870311	0002533874720	0000000004410
14/20589	NOZER MOTA NAKRA	000037206	0000062927911	0000062929890	0000000001980
14/20589	NOZER MOTA NAKRA	000103419	0002534893136	0002534894125	0000000000990
14/20589	NOZER MOTA NAKRA	000178580	0003888831197	0003888834166	0000000002970
14/24995	NOZER MOTA NAKRA	000037784	0000063864761	0000063864920	0000000000160
14/24995	NOZER MOTA NAKRA	000103997	0002535361561	0002535361640	0000000000080
18/04447	EVELYN RODRIGUES	000043378	0000073369271	0000073370490	0000000001220
18/04447	EVELYN RODRIGUES	000109594	0002540115221	0002540115830	0000000000610
19/60982	CHARUMATHI SURESH	000054449	0000088961441	0000088964830	0000000003390
19/60982	CHARUMATHI SURESH	000120668	0002547911726	0002547913420	0000000001695
20/27352	SHARADCHANDRA SHIVRAO TAVANANDI	000222794	0007967385666	0007967385668	0000000000003



From,
REETA BANERJEE
79/2A, Raja Naba Kissen Street
Kolkata - 700005

TO
Investor Service Centre
37, Jawaharlal Nehru Road
Kolkata - 700071.

Dated: 01-03-2019

With reference to your letter dt. 24-12-18, I am sending herewith Category 'A' procedure Note for issue of Duplicate Share Certificate.

A) Document Enclosed.

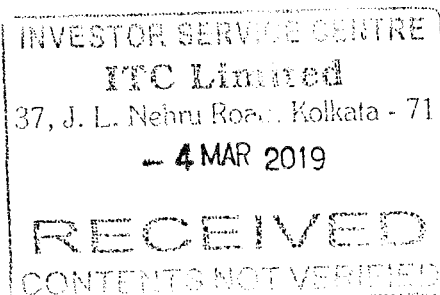
1. Affidavit duly filled up and properly signed by me and sworn before Notary public.
2. Indemnity duly filled as per your format and properly signed by me and sworn before Notary public.

B) Documents of press advertisement

1. Original paper clipping is also enclosed herewith.
2. Bank Guarantee (original) obtained on Rs. 50/- Non-Judicial Stamp paper as per your draft - enclosed herewith.

Original police G.D. NO. 39 dt. 01-12-18, NECS duly signed by me and signature verified by the Bank Manager.

Thanking you,



Yours faithfully
Reeta Banerjee.

Enclose - As Above

To
Investor Service Centre
37, Jawahar Lal Nehru Road
Kolkata - 700071

Dated: 01-03-2019

With reference to your letter dt. 24-12-18. I am sending herewith Category 'A' procedure NOTE For issue of Duplicate Share Certificate.

A) Document Enclosed,

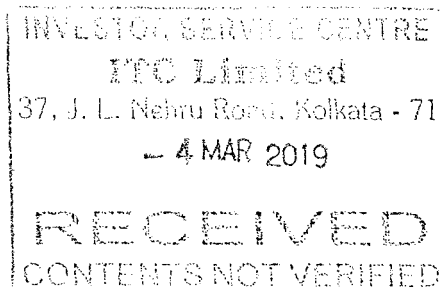
1. Affidavit duly filled up and properly signed by me and sworn before Notary Public.
2. Indemnity duly filled as per your format and properly signed by me and sworn before Notary Public.

B) Documents of press advertisement-

1. Original paper clipping is also enclosed herewith.
2. Bank Guarantee (Original) obtained on Rs. 50/- Non-Judicial stamp paper as per your draft - enclosed herewith.

Original police G.D. NO. 39 dt. 01-12-18, NECS duly signed by me and Signature Verified by the Bank Manager.

Thanking you,



Yours faithfully
Arunabha Banerjee

Enclosure - As Above

Investor Service Centre,
ITC Limited,
37 Jawaharlal Nehru Road,
Kolkata 700071.

Dear Madam,

Subject: Reissue of the lost physical share certificates of ITC Ltd.

Kind attention: Mrs. Rupannita Ghosh.

I, Amita De Bhowmick (née Roy Chowdhury) have for reference the letter dated 22 May 2017 from Mr. Arun Bose, Head – Investor Service Centre, informing me to submit the NECS Mandate form so that the dividend for 20700 (Twenty thousand seven hundred) shares held by me under folio number 03/02361 could be directly credited to my bank account. Photocopy of the letter is enclosed for ready reference.

However, I could not submit the mandate form of my bank, as I have no bank account in my maiden name. Subsequently, I came to know that it is not only necessary to transfer the shares in my present name but also the physical shares would become void in due course as per the guidelines promulgated in this respect.

In this context, I am constrained to mention that the physical share certificates have somehow been misplaced and I am unable to locate those now. As such, I would like to request that you may please transfer the certificates in my present name and address as shown below:

- a) Name: Mrs. Amita De Bhowmick.
- b) Address: BIPASHA Apartment, Flat No. 3A, 150 Regent Estate, Kolkata 700092

Following documents in support to carry out the requested transfer of the certificates are enclosed herewith:

- GD dated 04/12/2018 at Jadavpur Police Station regarding loss of the certificates. (Photocopy encl.)

Please let me know Certificate Nos. and Distinctive Nos. of my 20700 shares and the procedure for reissue of certificates in my present name.

Thanking you,

Yours sincerely,

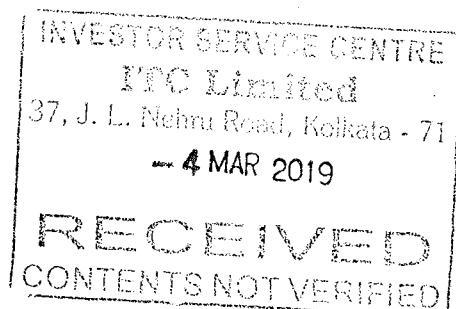
Amita De Bhowmick

(Amita De Bhowmick née Roy Chowdhury)
BIPASHA Apartment, Flat No. 3A, 150 Regent Estate, Kolkata- 700092.

Dated: 01 March 2019.

Email ID - ganguli.ranen@gmail.com

(M) 9830009608

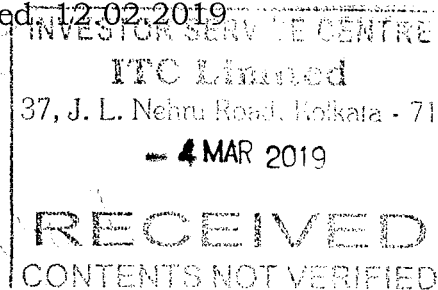


NOZER MOTA NAKRA

E/252, Siddhesh Jyoti, 25th Floor, Balaram Street, Grant Road, Mumbai-400 007
Mob. No. 9821093633, email id. nozer.nakra1949@gmail.com

To,
ITC LTD.
Virginia House,
37 Jawaharlal Nehru Road,
Kolkata,
West Bengal, 700071

Dated: 12.02.2019



Dear Sir,

Sub: Replacement of Old Certificates & Missing Certificates and
alongwith updation of new address as per Aadhaar Card.
Ref : Folio No. 14/00477, 14/20589, 14/24995 and 14/26383

As per your email dated on 10.01.2019, we are enclosing old share certificates of ITC Ltd (Rs. 10 Paid up). The list of old shares certificates details as under,

1) ITC Limited Rs.10 Paidup shares – Folio No. 14/00477

Sl. No.	Old Folio No.	Old Certificate No.	Distinctive No. From	Distinctive No. to	Qty
1	14/00477	35329	18226226	18226275	50
2	14/00477	62938	14665358	14665365	8
3	14/00477	213022	19596685	19596768	84
4	14/00477	290843	23501735	23501769	35
5	14/00477	448284	38550565	38550652	88
6	14/00477	714907	72412513	72412562	50
7	14/00477	127882	4145570	4145580	11
8	14/00477	714908	72412563	72412577	15
9	14/00477	714906	72412413	72412512	100
10	14/00477	1451419	138911532	138911631	100
11	14/00477	1451420	138911632	138911731	100
12	14/00477	1451421	138911732	138911831	100
13	14/00477	1451422	138911832	138911931	100
14	14/00477	1451423	138911932	138911941	10
15	14/00477	1451424	138911942	138911951	10
16	14/00477	1451425	138911952	138911961	10
17	14/00477	1451426	138911962	138911971	10
18	14/00477	1451427	138911972	138911972	1
Total					882

For the above said folio no. 14/00477 we are submitting total 882 old shares certificate of Rs.10 paid up face value. As your record email dated January 10th 2019 the company has issued a split & bonus in the year 2005. We have not received the shares of split 8820 alongwith the bonus shares issued 4410 equity shares of Rs. 1 paid up face value. So kindly check at your end if it is undelivered by the postal authority we would kindly request you to kindly send us the shares certificates on my updated new address.

2) ITC Limited Rs.10 Paidup shares – Folio No. 14/20589

Sl. No.	Old Folio No.	Old Certificate No.	Distinctive No. From	Distinctive No. to	Qty
1	14/20589	831473	107205403	107205502	100
2	14/20589	831475	107205603	107205651	49
3	14/20589	1471563	139502680	139502689	10
4	14/20589	1471564	139502690	139502699	10
5	14/20589	1471565	139502700	139502709	10
6	14/20589	1471566	139502710	139502719	10
7	14/20589	1471567	139502720	139502724	5
8	14/20589	1471568	139502725	139502725	1
9	14/20589	1471569	139502726	139502726	1
10	14/20589	1471570	139502727	139502727	1
11	14/20589	1471571	139502728	139502728	1
Total					198

For the above said folio no. 14/20589 we are submitting total 198 old shares certificate of Rs.10 paid up face value. As your record email dated February 13th 2019 we are holding 8910 shares certificate of Rs. 1/- each for said folio. Kindly send us new share certificate.

3) Bhadrachalam Paperboards Limited Rs.10 Paidup shares – Folio No. BPN/968

Sl. No.	Old Folio No.	Old Certificate No.	Distinctive No. From	Distinctive No. to	Qty
1	BPN/968	68768	7720301	7720350	50
2	BPN/968	512757	41701767	41701816	50
3	BPN/968	512758	41701817	41701866	50
4	BPN/968	512759	41701867	41701886	50
5	BPN/968	512760	41701887	41701896	50
6	BPN/968	512761	41701897	41701898	50
7	BPN/968	512762	41701899	41701900	2
8	BPN/968	273920	18614703	18614712	10
9	BPN/968	273921	18614713	18614714	2
Total					314

For your reference we are enclosing above Bhadrachalam Paperboards Limited share certificates holding 314 shares @ Rs. 10 Face Value, kindly send us current status for the same.

4) WIMCO Limited Rs.10 Paidup shares – Folio No. N-30496

Sl. No.	Old Folio No.	Old Certificate No.	Distinctive No. From	Distinctive No. to	Qty
1	N-30496	249734	18284542	18284551	50
2	N-30496	249735	18284592	18284641	50
3	N-30496	249736	18284642	18284666	25
4	N-30496	00121086	10331209	10331233	25
Total					150

For your reference we are enclosing above **WIMCO Limited** share certificates holding 150 shares @ Rs.10/- face value, kindly send us current status for the same.

5) Tribeni Tissues Limited Rs.10 Paidup shares – Folio No. 18150.

Sl. No.	Old Folio No.	Old Certificate No.	Distinctive No. From	Distinctive No. to	Qty
1	18150	B-91/02979	8428365	8428414	50
2	18150	B-91/02980	8428415	8428464	50
3	18150	B-91/02981	8428465	8428476	12
4	18150	B 02633	6514925	6514961	37
Total					149

For your reference we are enclosing above **Tribeni Tissues Limited** share certificates holding 149 shares @ Rs.10/- face value, kindly send us current status for the same.

- 6) As per your email dated 10th January 2019 for the above said folio no. 14/24995, total 240 shares (160+80) Split and bonus were issued but we have not received the shares of split 160 alongwith the bonus shares issued 80 equity shares of Rs. 1 paid up face value. So kindly check at your end if it is undelivered by the postal authority we would kindly request you to kindly send us the shares certificates on my updated new address.
- 7) As per your email dated 10th January 2019 for the above said folio no. 14/26383, total 2 shares issued but we have not received the shares of Rs. 1 paid up face value. So kindly check at your end if it is undelivered by the postal authority we would kindly request you to kindly send us the shares certificates on my updated new address.

- 8) For your reference below share are dematerialized through Aditya Birla Money Limited, for which CDSL DPID No.1203760000819098.

Sl. No.	Folio No.	Share Certificate No.	Holding Shares @ Rs.1 Paid up	DRF Number of ABML
1	14/00477	178028	13230	128563
2	14/00477	250554	13230	128562
3	14/24995	251132	240	128562
4	14/24995	178953	240	128562
5	14/26383	251496	1	128562
6	14/26383	218908	1	128562
Total			26942	

Kindly updated my resident address as per my Aadhar Card.

Thanking you,

Yours faithfully,



Nozer Mota Nakra

Enclosed: -

- 1) Original Share Certificate of ITC Limited Shares 1080 (882+198) @ Rs.10 Paid up.
- 2) Original Share Certificate of Bhadrachalam Paperboards Limited 50 shares @ Rs.10 Paid up.
- 3) Original Share Certificate of WIMCO Limited share certificates 150 shares @ Rs.10 Paid up.
- 4) Original Share Certificate of Tribeni Tissues Limited share 149 shares @ Rs.10 Paid up.
- 5) Self Attested Pan Card
- 6) Self Attested Aadhar Card
- 7) Your Email letter dated 10th January 2019
- 8) Your Email letter dated 13th January 2019

33 Jankiram
N S Mankikar Road
Near Chunabhatti Railway station
Sion, Chunabhatti
Mumbai 40022
23 February 2019

To
The Investor Service Centre
ITC Ltd
Kolkata 700 071

Dear Sir

Re: Loss of Share Certificate, Folio No 18/04447

Please refer to your email dated 18/02/2019 to send a letter stating that to mention LOSS of Share Certificate. In this connection, please refer to my email dated February 14, 2019, referring to ITC Ltd letter dated September 3 and 24, 2018 Reference No 10624 & 10464 (attached herewith) to kindly Demat the shares in physical form.

Here I would like to state that at present I have in my possession 3660 shares and sent for Demat on 14/02/2019 with my DP (copy attached).

Further in your letter dated September 3 and 24, 2018 Reference No 10624 & 10464 it is mentioned that I have actually 5490 shares, dividend^{*} received for 5490 shares on 31 July 2018 (dividend photo copy attached) the shares totaling 1830 are not in my possession.

Now I kindly request to make arrangements to forward me the physical share certificate of 1830 shares which are misplaced / LOST.

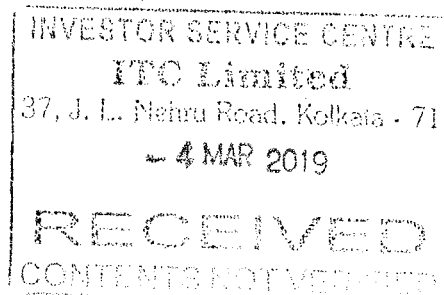
** Rs 28,274/- received, warrant Number 19693.
F.Y ended 31/03/2018.*

Thanking you

Yours faithfully

E. Rodrigues

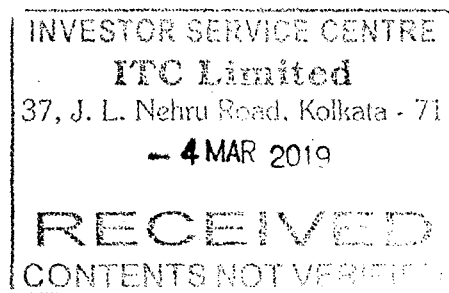
(Evelyn Rodrigues)
9969384167



From
Charumathe Suresh
No. 24, Bharath Apartment,
Jawahar Nagar,
Chennai - 600 082.

To

Whom it may concern
Investor Service Centre
ITC limited
37 J.L. Nehru road,
Kolkata - 700 071.



20th February 2019,

Respected Sir or Madam,

Sub: Request for duplicate certificate.

Since I have lost my ITC share certificate of Folio no. 19/60982 which holds 5085 shares, I kindly request you to issue a duplicate certificate for the same.

Thanking You,

Yours faithfully,

By Speed Post

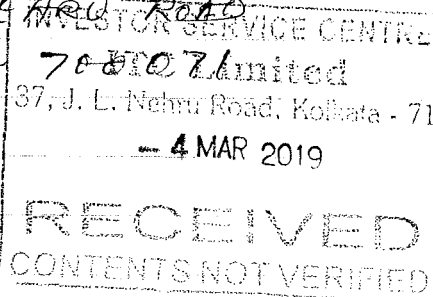
To

1

From

INVESTOR SERVICE CENTRE,
4/5 ITC LIMITED,

37, J. L. NEHRU ROAD,
KOLKATA - 700072



ARCHANA ANIL MAVINKURVE
(nee Archana Durgadas Rao)

B-7, YOTANA SOCIETY
Nalhar Nagar Road No. 5,
Jogeshkhari (East)
New Delhi - 400060
23rd Feb. 2019

Dear Sirs

SUB: Deletion of Name and Issue of
Duplicate Share Certificate for bal. 3 shares.

Folio No. & No. 20/27352

REF. Your letter 85239/DOC/TRM/40536
dt. 13th Feb. 2019

I am extremely thankful to your above
letter and to prompt reply with details of your
requirements for deletion of name and issue of Duplicate
share certificates for 3 shares balance.

In respect of the above, I wish to submit as under:

1. I was fully confident of finding all original
share certificates till now, except for the one
share certificate No. 262598 dt. 7th Jul, 2016 from
1st share distinctive No. 8109921147. I am sorry
to state I could not find certificate for balance
3 shares (copy attached).
In view of the above, I humbly request you
to send me share certificate Nos along with
respective distinctive numbers ^{for 3 shares} so that I can file FIR
with Police for lost shares. On receipt of FIR
I can forward a copy or original to you for issuing

Contd on page 2

Secretary/ Authorised Signatory



duplicate share certificates for the balance 3 shares after deleting first holder's name due to death and made out in my name after marriage.

Please let me know when I have to send the ~~one~~ share certificate I found for deleting first name, and adding my present name after marriage.

2. As desired by you I will arrange to send notarised copy of my marriage certificate shortly. I had sent ^{an} Attested ^{copy} of marriage certificate vide my letter of 11.11.2018.
3. As required by you, I will arrange for my signature attestation by Bank & on their letter head.
4. Though I had sent original cancelled cheque with my letter of 29th Jan 2019, I will send again original cancelled cheque along with the above.
5. In the meantime, I request ^{you} for share certificate numbers with respective distinctive numbers for balance 3 shares and oblige for FIR purpose.

Thanking you in anticipation of your reply

Encl. Copy of share certificate found by me.

Kavavandi Durgadas Rao
Father of Archana &
Shareholder of ITC

Circle/Direct/c/o No. 14/300020/10420880

Yours faithfully

J D - A

for Archana Anil Mavinikurve