



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

2nd December, 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 Certificates for 2227 shares of ₹1/- each of the Company which have been intimated as lost by the Shareholders on 1st December, 2020.

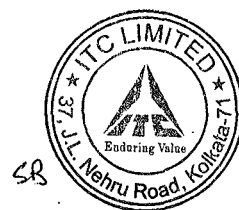
Further, copies of the letters received from the Shareholders regarding loss of the aforesaid Share Certificates are also enclosed for your reference.

Yours faithfully,


sb (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
10/24881	000216446	0007967362803	0007967362807	00000000000005
10/24884	000216449	0007967362810	0007967362811	00000000000002
12/01668	000246971	0008085179677	0008085181626	00000000001950
18/26930	000046901	0000077635891	0000077635920	00000000000030
18/26930	000113119	0002542248946	0002542248960	00000000000015
19/62184	000259826	0008106943586	0008106943630	00000000000045
20/26629	000262353	0008109811884	0008109812063	00000000000180

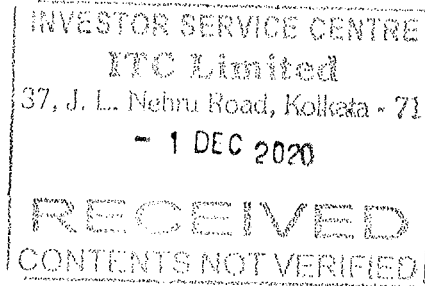


123170

From

01.11.2020

G. Jeyaraman,
(Reg Folio Nos 10/24881 and 10/24884)
Plot No 7, Sai Arul Nilayam,
Classing Park Extension, Ulaganeri
Uthangudi ,
Madurai 625107
Email ID: gjeyaramang@gmail.com
Contact Cell No: 9976465977
To



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

Dear Sir/Madam

Unit: ITC Limited – Reg Folio No: 10/24884 and 10/24881

I wish to inform you that I am holding 7 (5+2) shares of ITC Limited in two folios 10/24881(2) Shares and 2/24884 (5) and had resided at the following address, as per your registered records. But Now I have shifted to my own house at the below mentioned address which have to be amended, as this is permanent address and I wish to inform you that I have misplaced my share certificates, even after due diligence search, I am not able to find the same. To my knowledge and belief I have not transformed the same in Digital Format. Kind enough to inform the procedure for getting new Share Certificates. Kind enough to send the required format for getting duplicate share certificates for my above mentioned Folio Nos.: 10/24881 and 10/24884 also inform me the how to collect the unpaid dividend which is not yet en-cashed by me till today

<u>OLD Address</u>	<u>New Address</u>
G Jeyaraman Sri Sundara Bhavanam, 159/B2/2 Kamarajar Salai, Near Annz Loadmen Association Madurai 625 009	G Jeyaraman Plot No 7, Sai Arul Nilayam, Classing Park Extension, Ulaganeri Uthangudi , Madurai 625 107

Kindly amend the new address in your records and send the information how to get my duplicate share Certificates. Also I have enclosed the photo copies of my PAN, Aadhar and Cancelled Cheque of My present Bankers, Karur Vysya Bank, Kamarajar Salai, Madurai 625 009 for enabling to amend the banking details

Yours Truly


G. Jeyaraman Ledger Folio No: 10/24881 and 10/24884

123177

Dated: - 21-09-2020

To,

ITC Limited

Virginia House,
37 Jawaharlal Nehru Road
Kolkata 700 071

Dear Sir,

Sub: - Non receipts of share and unpaid dividend
Folio No. 12/01668

As per your requirement I am re-sending the request letter for issuance duplicate certificate lieu of my share certificate lost from my possession. As per your email dated 18-09-2020 my holding of 3900 share has already been transferred to IEPF f and 1950 shares are still in physical mode.

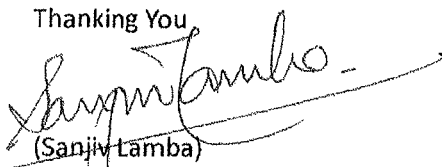
Please provide me the details of share transferred to IEPF and also the details of shares in physical mode. Also clarify whether I have to submit separate formalities for 3900 shares and the rest 1950 shares. Also please check your undelivered certificate record.

I am attaching my client master report, if you can transfer my shares in your suspense A/c directly to my demat Account.

I also request you to pay me outstanding dividend which are not yet transfer to IEPF A/C.

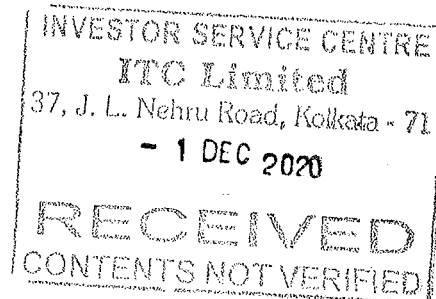
Kindly look into the matter urgent basis.

Thanking You


(Sanjiv Lamba)

List of documents attached

- 1) Copy of pan card (Self Attested)
- 2) Copy of Aadhar card (Self Attested)
- 3) Cancel cheque
- 4) Client Master

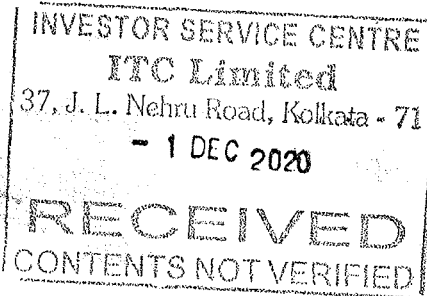


LETTER FOR REPORTING LOSS/MISPLACEMENT OF SHARE CERTIFICATE

123172.

Date: 18/09/2020

The Shares Registrar-
ITC Limited,
Virginia House,
37 Jawaharlal Nehru Road,
Kolkata, West Bengal- 700071



Dear Sir/Madam,

Please be informed that I have lost / misplaced my share certificate(s) as per details given below:

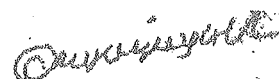
Folio#	Name of shareholder	Share Certificate	Distinctive	No. of Shares
18/26930	Jayesh Bhai Nagar	-	-	45

You are requested to kindly note and let me know the formalities for issuance of duplicate share certificate(s).

Your early response in this regard will be highly appreciated.

Regards,

Signature


(Jayesh Bhai Nagar)

Encl: PAN & Aadhar copy with signature of shareholders.

123/65

DATE:- 19-11-2020

To,

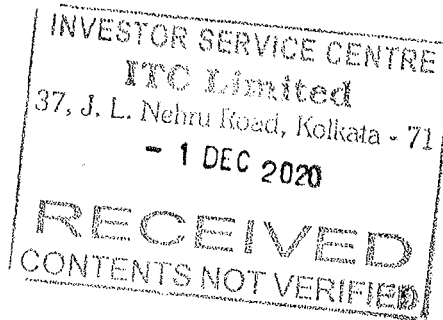
Investor service centre,

Itc limited,

37 Jawaharlal Nehru road

Kolkata 700071

India



Sub :- deletion of name

This is reference to your letter dated 26th August, 2020 on the subject. Following documents are attached herewith for further action.

Original death certificate of Mrs champaben o shah.

About original share certificate of 45 share, it has been misplaced/lost and it is not traceable as you have told about FIR the police officials are denying to longued FIR as the papers are too old and at that time we are not available on the address as we shifted to maninagar so please consider this request.

Affidavit as per attached format is enclosed

Indemnity Bond as per attached format is enclosed.

Signature authentication from with bank seal is attached

Self attested copy of aadhar card is attached herewith.

Original cancelled cheque and a copy of passbook is attached herewith.

Affidavite of mother's name in death certificate and share certificate is attached
→ Hence I request you to consider above facts and please

Change my residence address at your record for future corresponds

Relies my due dividend since long I not received.

credit and dematerialized 45 bonus share 2016 in my demate account

Yours faithfully

Gaurang o Shah

Date : 5th November 2020

From: Pravin Kumar Tekriwal
C/o Sreeram Sales Agency
59, Chittaranjan Avenue
Kolkata – 700012

Dup
123168

To,

Investor Service Centre
M/s, ITC Limited
Virginia House
37, Jawaharlal Nehru Road
Kolkata – 700071

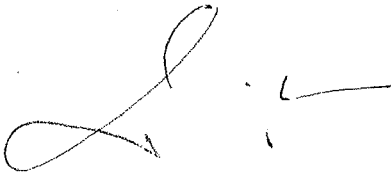
Reference: Folio No.: 20/26629
Subject: Duplicate Share Certificate.

Dear Sir,

When I am going through the share certificate of folio no 20/26629, I realise that one of the share certificate was missing somewhere; therefore I lodged a G/D in Bowbazar Police Station (original copy of GD attached).

I am enclosing herewith photocopy of share certificates which currently I have in my possession, and requesting you to issue a duplicate share certificate against missing one.

Regards



Pravin Kumar Tekriwal

