



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

8th January, 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 13530 shares of ₹1/- each of the Company which have been intimated as lost by the Shareholders on 6th January, 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

COMPANY NAME ITC LIMITED
 SOURCE INVESTOR SERVICE CENTRE
 LETTER REF NO ISC/LOST/EXCH/48
 LETTER DATE 08/01/2021
 REMARKS SHARES REPORTED LOST/STOLEN/MISPLACED

LEDGER FOLIO NO	HOLDER NAME	CERTNO	DISTNO FROM	DISTNO TO	NO. OF SHARES
08/19233	SK SHAIDUL HUSSAIN	000020619	0000034726221	0000034727220	0000000001000
08/19233	SK SHAIDUL HUSSAIN	000086828	0002520791181	0002520791680	0000000000500
08/19233	SK SHAIDUL HUSSAIN	000242002	0008076400879	0008076401628	0000000000750
19/53785	SOUMITRA SEN	000188546	0003912021838	0003912023217	0000000001380
19/53785	SOUMITRA SEN	000258682	0008106240089	0008106241468	0000000001380
21/04999	SHANKER RAM UPADHYAYA	000058226	0000093919181	0000093921100	0000000001920
21/04999	SHANKER RAM UPADHYAYA	000124450	0002550392706	0002550393665	0000000000960
14/20590	KRISHNA SOMA NAIK	000037207	0000062929891	0000062931770	0000000001880
14/20590	KRISHNA SOMA NAIK	000103420	0002534894126	0002534895065	0000000000940
14/20590	KRISHNA SOMA NAIK	000178581	0003888834167	0003888836986	0000000002820



124969

From : SOMNATH KRISHNA NAIK

ROOM NO. 4 NEAR YOGA ASHRAM

TIWARI CHAWL PRABHAT COLONY

SANTACRUZ EAST MUMBAI 400 055.

DATE : 07.12.2020

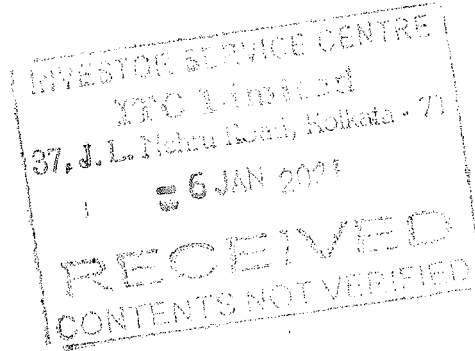
To,

ITC LIMITED

37 J. L. NEHRU ROAD

KOLKATA 700 071.N

Sub : duplicate issue of share certificates



Dear Sir/ madam

We are enclosing flowing documents as per your instructions through email regarding issue of duplicate share certificates . FOLIO NO. 14/20590

1. FIR copy
2. Affidavit duly attested
3. Indemnity Bond duly attested

All the documents required for transmission of shares already sent .

Kindly do the needful

Thanking You

Yours faithfully

S. K. Naik

V. K. Naik

V. K. Naik

SOMNATH KRISHNA NAIK / VILAS KRISHNA NAIK / VIJAYKUMAR KRISHNA NAIK

124963

Col. Radhe Shaym Upadhyia (Retd.)

Mrs. Manju Upadhyia

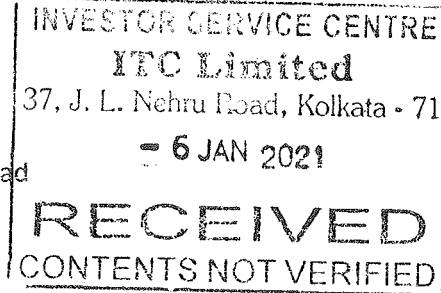
D68 GF, Suncity, Sector 54

Gurgaon 122001

Email rsu8106@hotmail.com

01 January 2021

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



Sir/Madam,

SUBJECT: With respect to Folio 21/04999

(1) Deletion of name of First shareholder due to demise

(2) Issue of duplicate share certificate - Original certificates lost – requisite documents enclosed; to be ultimately transferred to demat account IN302236 - 10088140

(3) Release of Unclaimed Suspense Shares held under the Company's Unclaimed Suspense Account in dematerialised form to our demat account IN302236 - 10088140

Please read this letter in conjunction with my letter dated 1 December 2020 containing various documents (list appended at end* of this letter) and your email response to same from isc@itc.com dated 23 December 2020 (*enclosed as Page 3 to this letter*) to my email id rsu8106@hotmail.com.

As required, given the **loss of Original share certificates** in folio 21/04999 held in physical form (2880), we are enclosing the requested documents:

1. Acknowledged Police Complaint lodged with the details of Share Certificates appearing therein
2. Affidavit in recommended format
3. Indemnity Bond in recommended format

These **physical shares may also be dematerialized** and transferred to our demat account IN302236 – 10088140.

Also enclosed is request for release of 5760 Unclaimed Suspense Shares held under the Company's Unclaimed Suspense Account in dematerialised form to our demat account IN302236 – 10088140 in the name of Radhe Shaym Upadhyia and Manju Upadhyia. The following documents accompany this form/request in relation to both the surviving joint holders (1) Radhe Shyam Upadhyia (2) Manju Upadhyia:

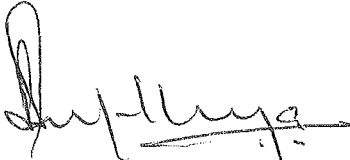
1. PAN card (Signature and photograph)
2. AADHAAR card (Photograph and current address)

All documents have been self-attested.

in the additional documents being submitted now along with those submitted earlier (1 Dec 2020) pls affect the following changes to the shares held under folio 21/04999:

- (1) Deletion of name of First shareholder due to demise
- (2) Change of name of Radhe Shyam Upadhya in your record
- (3) Registration of email ID rsu8106@hotmail.com in your records
- (4) Updation of bank mandate
- (5) Release/payment of all PRIOR unclaimed dividends
- (6) Transfer 8640 outstanding shares in folio 21/04999 (2880) and dematerialized Unclaimed suspense account (5760) to our Demat account IN302236 - 10088140

Yours sincerely



Radhe Shyam Upadhya

Tel: (M) 9818166691 / (R) 0124-4072882



Manju Upadhya

* **PS:** The following documents have already been submitted under cover of our last letter dated **1 Dec 2020**:

1. Copy of Death Certificate of Shri Shanker Ram Upadhyaya, attested by Public Notary
2. Self-attested PAN copy of surviving shareholders
3. Self-attested AADHAR copy of surviving shareholders
4. Specimen signatures of surviving shareholders attested by Bank official on letterhead
5. Bank Mandate form in required format
6. Cancelled cheque supporting bank mandate
7. Affidavit for change of name to Radhe Shyam Upadhya in the folio (on non-judicial stamp paper)
8. Form for updation of email id in company's records in required format

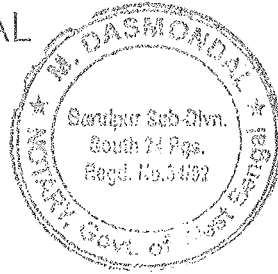
2 93/20



पश्चिम बंगाल WEST BENGAL

40AB 891507

BEFORE THE NOTARY PUBLIC
GOVT OF WEST BENGAL.



Before the Notary Public at Alipore, 24 Parganas (South)

AFFIDAVIT

In the matter of issuance of duplicate Share

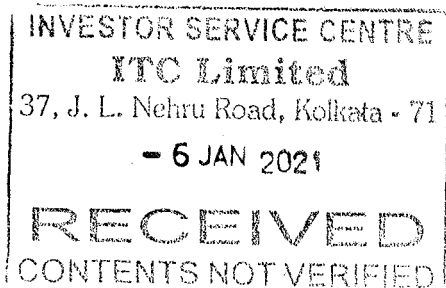
Certificate(s) of ITC Limited



I, Sri Soumitra Sen , son of Late Nirmal Kumar Sen , residing at- 20, Lake Place ,
P.S- Tollygunge , Kolkata – 700029 , do hereby state upon oath as follows:-

13 OCT 2020

13 OCT 2020





I am the owner of 4232 Ordinary shares bearing distinctive numbers (as listed below) in ITC Limited (" the said shares ").

The below mentioned Certificate(s) for the said shares were lost 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(s) of the said shares ,

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



Deponant

Name:- Soumitra Sen.

Signature:-

Identified by me

Ashoke Bhattacharjee.

Advocate

solemnly declared and affirmed
before me on identification at
AM/PM under Notary Act. 1957.

M. DASMONDAL
NOTARY
Regd. No.- 34/200.
Govt of West Bengal

Details of share certificate(s)

<u>Certificate No.</u>	<u>Dist No. From</u>	<u>Dist No. To</u>	<u>No. of Shares</u>
188546	3912021838	3912023217	1380
258682	8106240089	8106241468	1380



उत्तर प्रदेश UTTAR PRADESH

25AE 716265

AFFIDAVIT

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

F 9 DEC 2020

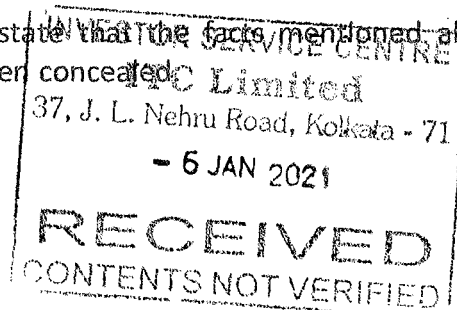
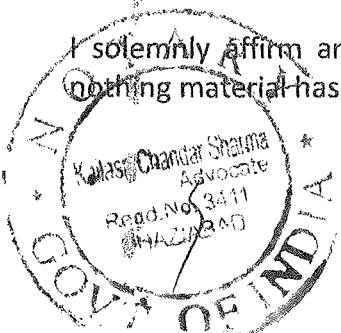
I, Sheikh Shaidul Hussain son of Late Mr. Abdul Khalique residing at 14-E Himalaya Legend, Nyay Khand-1, Indrapuram, Ghaziabad-201014, Uttar Pradesh, India, hereby state upon oath as follows:

I am the owner of 2,250 Ordinary shares bearing distinctive numbers (as listed below) in ITC Limited ("the said shares").

The below mentioned Certificates for the said shares were lost 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.

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



F 9 DEC 2020

Solemnly declared and affirmed

at.....Ghaziabad

on identification at 02:am/pm
before me.

.....

(Signature and Seal of the Notary
with date)

Signature:

Deponent(s)

1. Name: SHEIKH SHADUL
HUSSAIN

Signature: *[Signature]*

2. Name:

Signature:

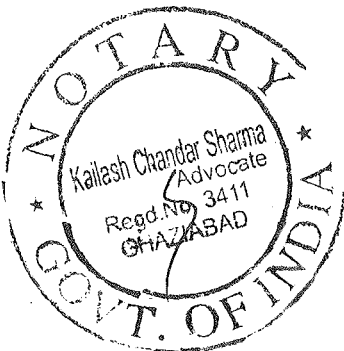
3. Name:

Identified by me

[Signature]
(Signature of the Advocate)

Details of share certificates:

Certificate No.	Distinctive No. From	Distinctive No. To	No. of Shares
20619	34726221	34727220	1,000
86828	2520791181	2520791680	500
242002	8076400879	8076401628	750



S.No. *[Signature]* Date *[Signature]* 9 DEC 2020

ATTESTED

[Signature]
KAILASH CHANDAR SHARMA
ADVOCATE & NOTARY
GHAZIABAD