



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 November, 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 Certificate

Pursuant to Regulation 39(3) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, please find enclosed details of the Share Certificates for 7215 shares of ₹1/- each of the Company which have been intimated as lost by the Shareholders on 23rd November, 2021 and 24th November, 2021.

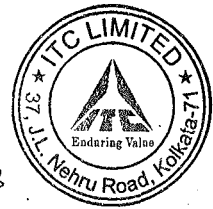
Further, copies of the letters received from the Shareholders regarding loss of the aforesaid Share Certificates are also enclosed for your reference.

Yours faithfully,


(T. K. Ghosal)
Deputy Secretary
Encl.: A/a

LIST OF SHARE CERTIFICATES REPORTED LOST

LEDGER FOLIO NO	CERTNO	DISTNO FROM	DISTNO TO	NO. OF SHARES
02/10579	000156221	0003835060768	0003835062687	0000000001920
03/21130	000010452	0000018520851	0000018520910	0000000000060
03/21130	000076660	0002512685366	0002512685395	0000000000030
03/22251	000011014	0000018915481	0000018915630	0000000000150
03/22251	000077222	0002512882681	0002512882755	0000000000075
14/02643	000178164	0003887805822	0003887808881	00000000003060
16/12756	000039772	0000068167521	0000068168160	00000000000640
16/12756	000105987	0002537513306	0002537513625	00000000000320
16/12756	000180267	0003893598922	0003893599881	00000000000960



48

To

Date- 15/11/21

Investor service centre,

Itc limited,

37 Jawaharlal Nehru road,

Kolkata 700071 India.

Sub- Advise procedure for issue of duplicate Share Certificates.

Respected Sir/Madam,

My name is Pratima Chatterjee. My folio number is 03/21130. Bonus Share Certificates issued in 2010 and 2016 are in my possession and Share Certificates for 90 shares issued in 2005 have been lost. Regarding this matter I got an email from your side on Oct 22, 2021 at 7:08 pm. On that basis I am writing this letter to you. I am attaching that email with this letter.

So, I therefore, pray you that please send me a duplicate bonus share certificate of 2005 to start the procedure for dematerialization and oblige me. Thank you.

1st holder- *Pratima Chatterjee*

2nd holder- *Balaram Chatterjee*

yours faithfully,

Pratima chatterjee

Balaram chatterjee

Vill- basudevpur,

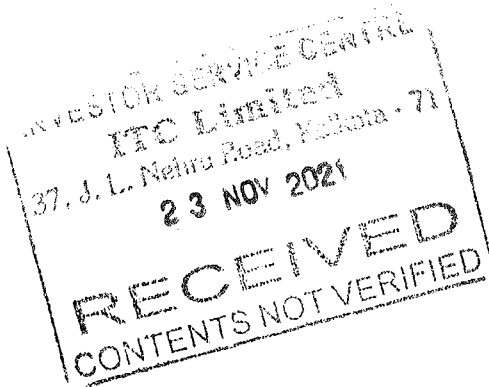
P.o+p.s- hili

Dist- Dakshin Dinajpur

WB, PIN- 733126

M- 9910663703

Email- olympak@gmail.com

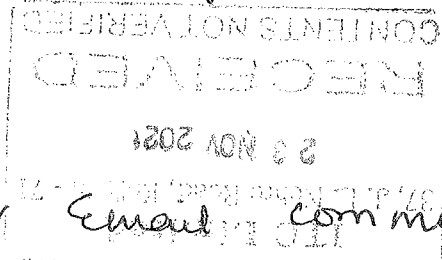


The Investor Service Center
Sreya Bhattacharya

153381

Ref. Deletion of Name - Folio No. 03/22251

Dear Madam



As per our Email communication regards to the Deletion of Name of the Shares, I am attaching the required documents related to the loss of 225 Shares which are not in my possession. The documents are as follow:

- 1) FIR Copy
- 2) Affidavit attested by Notary
- 3) Indemnity Bond " " " + Bank Official
- 4) 2 Proof of Identity
Election Card
Driving Licence.
- 5) Death Certificate of my late husband
Mr. Ramesh Choudhary.

Documents previously scanned and now also in this folder are

Mandate Form with Cancelled chq.

Form for Updation / Registration of E mail address

Signature Attestation

Share Certificates in possession have been scanned attached ~~and~~ for your reference.

Kindly confirm the Receipt of all the above through Email. Your support is highly apprecial

Thank You

Sincerely Choudhary.

Dt. 18/11/2021

To
ITC LIMITED
Virginia House,
37, J. L. Nehru Road
Kolkata - 700071, India

Date: 17/11/2021

Folio no. 14/02643

Subject: Issue of duplicate share certificate, name Deletion, Thumb Impression & change of address

Dear Concern,

This is Mahabir Prasad Nigam. I would like to inform you that, as per your mail reply date 11th November 2021, I have done all formalities regarding issue of duplicate shares certificate, name deletion of deceased holder, change of old address & updation of thumb impression.

So kindly I request you to please update all as mentioned in subject line.

In this regards, I am attaching following documents as per your reference:

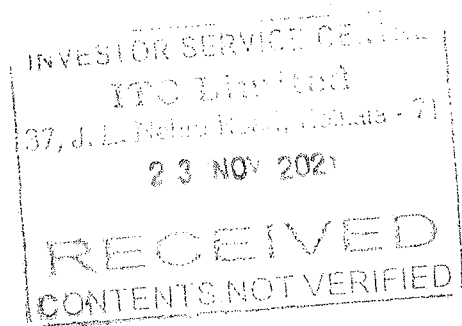
1. Affidavit for change of signature.
2. Affidavit & Indemnity Bond for issue of duplicate share certificate.
3. FIR
4. Bank verification with cancelled cheque.
5. Death certificate of deceased holder.
6. Notarized Medical Certificate for inability to sign.
7. Self-attested copy of Pan for proof of identity.
8. Self-attested copy of Aadhaar for proof of new address.

Kindly expedite the process & update the status.

Thanks & Regards

Mahabir Prasad Nigam
S-35/20, DLF City, Phase-3,
S-Block, Sector 45,
Gurgaon, Haryana
122010
Phone no.9555220651

L.T of Mahabir Prasad
Nigam



153382

Chuz

Date:- 7 Oct 2021

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

Subject: - Additional document as required under Folio no 02/10579

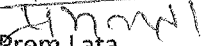
Dear Madam/Sir,

This is with reference to the requirement of additional documents in the above said folio. Please find enclosed herewith the requisite documents and request you do the needful required.

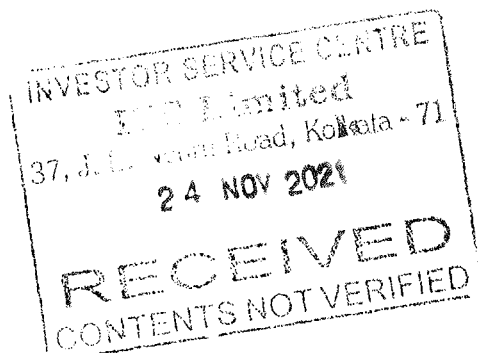
- 1) Affidavit for loss of shares
- 2) Indemnity Bond for Loss of shares



Thanks and Regards


Prem Lata

A 103 Pandav Nagar
Shakarpur East Delhi, Delhi -110092
Mob:- 9868750715, 9911441055



From,

Mr. Harnish C. Patel

Mirchi Galli, Near Dns Bank,

Shahapur 421601

Maharashtra

Date - 23.11.2021

To,

The Company Secretary ITC LTD,

Virginia House, 37, Jawaharlal Nehru Rd,

Kolkata, West Bengal - 700071

Sub - : Issuance of Duplicate Share Certificate

Ref - : Folio No 16/12756

Dear Sir,

Kindly issue Duplicate Share certificates held by us in Folio no.16/12756 of ITC LIMITED.

Available Details Of Share Certificates' Lost By us are follows

Cert No	No Of Shares	Distinctive Nos
39772	640	68167521-68168160
105987	320	2537513306-2537513625
180267	960	3893598922-3893599881

We request you to please note the above and issue duplicate share certificates for the same as we have already submitted supportive documents to claim the same as per mail received by us from Rti on 30th aug 2021.

We confirm that the above mentioned share certificates are not sold/pledged or given to anyone for any consideration and declare that what is stated above are true and correct to the best of our knowledge and belief.

Thanking You.

Yours Truly,

H. C. Patel,

Harnish C Patel

Arun C Patel,

Arun C Patel