



**ITC Limited**  
Virginia House  
37 J. L. Nehru Road  
Kolkata 700 071, India  
Tel. : 91 33 2288 9371  
Fax : 91 33 2288 4016 / 1256 / 2259 / 2260

28<sup>th</sup> December, 2018

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,

**Closure of Trading Window**

We write to advise that the Trading Window for purchasing / selling or dealing in the shares of the Company (other than for exercise of Stock Options under the Company's Employee Stock Option Schemes) will be closed from 1<sup>st</sup> January, 2019 for Designated Employees (and their Immediate Relatives) in terms of the ITC Code of Conduct for Prevention of Insider Trading - 2015.

The Trading Window will open 48 hours from the announcement to the Stock Exchanges of the Unaudited Financial Results of the Company for the Third Quarter ending on 31<sup>st</sup> December, 2018.

Yours faithfully,  
ITC Limited

(R. K. Singhi)  
Executive Vice President &  
Company Secretary