



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

48

10th January, 2019

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

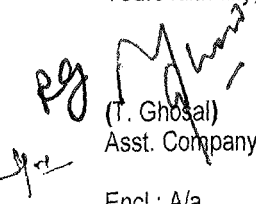
Dear Sirs,

Sub: 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 15720 shares of ₹1/- each of the Company which have been intimated as lost by the Shareholders on 9th January, 2019.

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

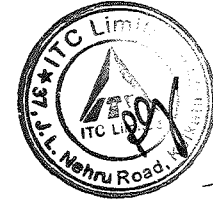
Yours faithfully,


(T. 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 10/01/2019
 DISCREPANCY LOSS SHARES
 DISCREPANCY SHARES REPORTED LOST/STOLEN/MISPLACED

LEDGER FOLIO NO	HOLDER NAME	CERTNO	DISTNO FROM	DISTNO TO	NO. OF SHARES
01/33343	PARUL ADHIKARY	000155056	0003830533591	0003830536050	0000000002460
02/09145	BISWAPATI BOSE	000232577	0008060217426	0008060222285	0000000004860
13/27452	GIRDHARLAL MANEKLAL SHAH	000248482	0008088849633	0008088852092	0000000002460
19/29474	CHANDAR SINGH	000187235	0003909500773	0003909505572	0000000004800
19/60193	USHA SREEDHARAN	000189764	0003912626398	0003912626487	0000000000090
16/32391	DILIP SHANTILAL PALKHIWALA	000041436	0000070771751	0000070772150	0000000000400
16/32391	DILIP SHANTILAL PALKHIWALA	000107651	0002538815421	0002538815620	0000000000200



To

Investor Service Centre
ITC Limited
37, J.L. Nehru Road.

Ref. NO - 31105, FIND - 01/33343, Ref. NO - 31105

Dear Sir,
Sub: - LOSS OF SHARES, FIND - 01/33343

As per records I have 7380 Ordinary Shares

But I am holding the following nos of shares.

DIST. NO	NO of Shares
1) 448 9861 - 44 91500	= 1640
2) 250 56651 - 250 5670370	= 820
3) 107 772 422 - 107 772 471	= 50
4) 122 399 165 - 122 399 214	= 50
5) 107 772 472 - 107 772 503	= 32
6) 122 399 215 - 122 399 224	= 10
7) 122 399 225 - 122 399 234	= 10
8) 122 399 235 - 122 399 244	= 10
9) 122 399 245 - 122 399 245	= 1
10) 122 399 246 - 122 399 24	= 1
11) 805 742 9579 - 805 743 2038	= 2460
<hr/>	
TOTAL	= 5084

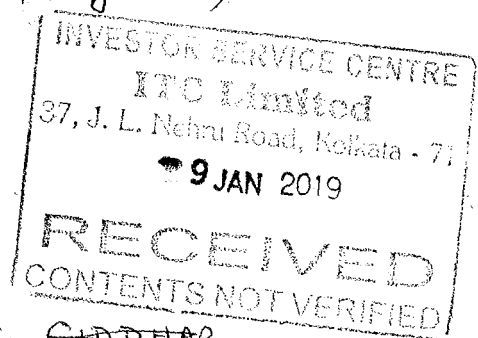
Those (7380 - 5084) = 2296 no of ordinary share certificate is missing.

would you please be kind enough to send me my due 2296 (two thousand two hundred ninety six) ordinary shares.

Thanking you,

Yours faithfully

(PARUL ADHIVARY)

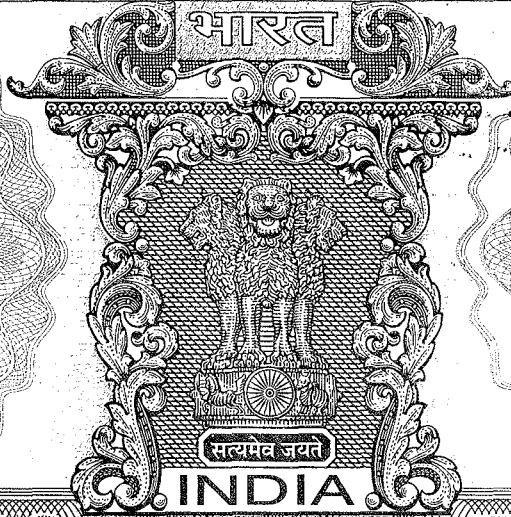


email: SIDDHAR
siddhartha bnsj@yahoo.co.in
9831197637

SL NO 19/22/11/18

भारतीय गैर न्यायिक

पचास
रुपये
रु. 50

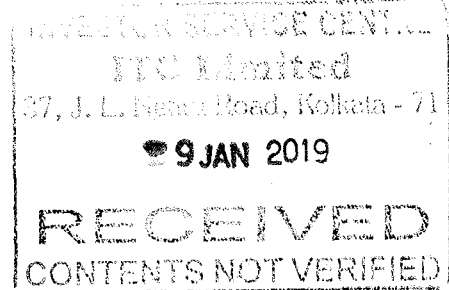
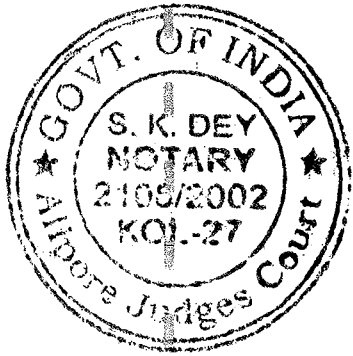


FIFTY
RUPEES
Rs. 50

INDIA NON JUDICIAL

पश्चिमबङ्ग पश्चिम बंगाल WEST BENGAL

X 335321




INDEMNITY

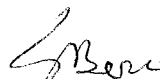
ITC Limited
37, J.L. Nehru Road,
Kolkata-700071.

Dear Sirs,

In the matter of issuance of duplicate Share Certificate(s) of ITC Limited standing in the name(s) of **Biswapati Bose** (Deceased) & **Subha Bose**


S. K. DEY
Notary Alipore Judges Court
Sl. No. 2105 / 2002

22/11/2018
22 NOV 2018



Reference my application praying for issue of duplicate Certificate(s), I hereby agree for myself, my heirs, executors or administrators and legal representative(s) as from the date upon which such Certificate(s) is/are issued to me to hold ITC Limited. (the Company and its officers) harmless and indemnified against all actions, claims, suits or demands or any loss whatsoever arising directly or indirectly from or out of the loss of the original Certificate(s) by me and consequent issuance of duplicate Certificate(s) thereof by the Company, including any loss arising by reason of the inadvertent registration in the Company's Books as registered holder or holders of the shares detailed below or any of them or any party or parties producing the original Certificate(S).

In the event of the said original Certificate(s) being found by me I hereby undertake to return the same forthwith to the Company.

Yours faithfully,



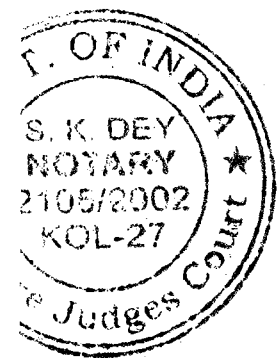
(All the registered holders to sign)

(Witness to the signature)

1. **Signature:** 
Name: Subhra Kanti Ganguly

1. **Name:** SUBHA BOSE

Address: 1/12, Prince Ghulam



:: 3 ::

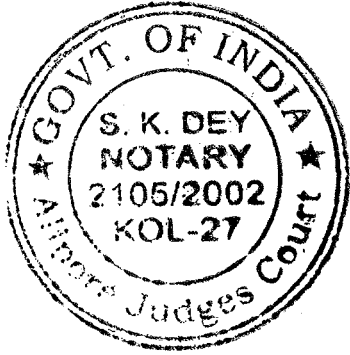
2. Signature :

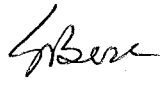
Name : Bishnu Charan Behera

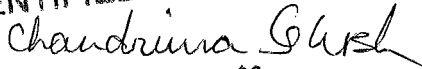
Address : 1/12, Prince Ghulam

Md. Road, Kolkata - 700026

Occupation: Service

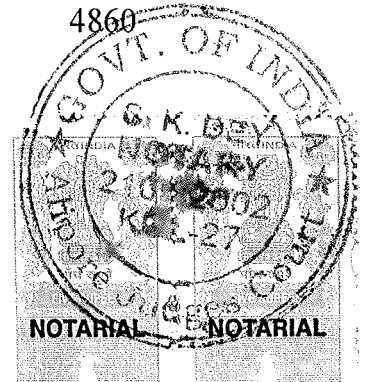



(Attestation of Signatures of
the holder(s) by a Notary
Public with seal).

IDENTIFIED BY ME

Advocate

Details of share certificate(s):

<u>Certificate No.</u>	<u>Dist. No. From</u>	<u>Dist No. To</u>	<u>No. of Shares</u>
232577	8060217426	8060222285	4860



S. K. DEY
Notary, West Bengal Judges Court
S.R. No=2105/2002

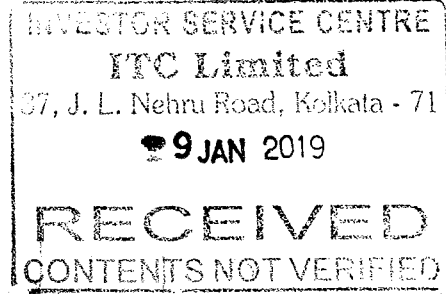
Signature (S) of the Executant (B)
attested on Identification at

MALINI SHRIKANT SHAH

1202, Avanti Apartments, L.N. Papan Marg, Worli, Mumbai- 400018.

Date: 20th December, 2018

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



Sub: Submission of documents sought vide your email dated 27th November 2018 for issue of Duplicate share certificate cum Transmission of shares

Dear Sir,

This is with reference to caption subject, please find attached following documents as sought in your email dated 27th November 2018

1. Transmission Form duly completed and signed;
2. Original share certificates;
3. Death Certificate of the deceased shareholder (Late Shri. Girdharlal Maneklal Shah) duly attested by Notary Public;
4. Court certified copy of Letters of Administration with the Will and schedule of assets annexed;
5. An Affidavit by Mrs. Malini Shrikant Shah, being Executrix of the Will of Late Shri. Girdharlal Maneklal Shah ("the Deceased") being sworn before Notary Public on Non-Judicial stamp paper of Rs. 100/- for Transmission of shares;

6. An Affidavit by Mrs. Malini Shrikant Shah, being Executrix of the Will of Late Shri. Girdharlal Maneklal Shah ("the Deceased") being sworn before Notary Public on Non-Judicial stamp paper of Rs. 100/- for Loss of shares ;
7. Self attested copy of Pan card and Aadhar card of the claimant;
8. NECS Mandate Form duly completed and signed;
9. Indemnity Bond duly attested by Notary Public on Non-Judicial stamp paper of Rs. 500/-;
10. FIR of Police Complaint for loss of share certificates.

I hope that you will find above documents in order and will suffice the requirement for issue of Duplicate share certificate and then Transmission of shares in my name. Kindly do the needful at earliest in this regard.

Yours faithfully,

MS Malini S. Shah

Malini Shrikant Shah

Encl: A/A

Bikaner
Dt:03/12/2018

I T C Ltd
Virginia House
37, Jawaharlal Nehru Road
Kolkata – 700 071

Dear Sir

Sub: Transmission of shares

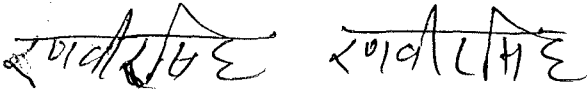
Folio no" 19/29474

With reference to your email dated 5th November 2018 I submit the following documents as required by you with a request kindly to transmit the shares in my name as early as possible.

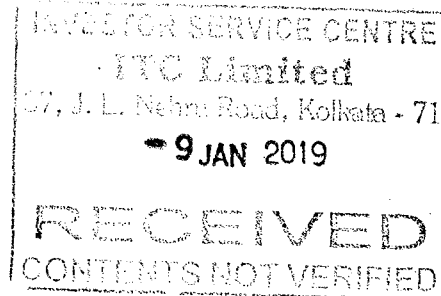
1. Certified copy of succession certificate issued by competent court.
 2. Transmission Request Form duly filled up and complete in all respect.
 3. Death Certificate of Mr Chandar Singh copy attested by Notary Public
 4. Self-attested copy of the Pan Card of the legal heir /claimant in whose name the shares are to be transmitted.
 5. Share Certificates in respect of shares under A/C No. 19/29474 and certificate no 187235 is lost and a request letter is enclosed herewith.
 6. NECS Mandate Form
 7. Form for registration of email-id
 8. Affidavit, on Rs100/- Non Judicial Stamp Paper sworn and affirmed before a Notary Public, from the legal heir /claimant who is named in the Succession Certificate
- Please arrange to issue me the duplicate share certificate and oblige.

Thanks

Yours truly



RANVIR SINGH
S/O LATE CHANDAR SINGH
BHANGIWAD HOUSE
SAGAR ROAD, TILAK NAGAR
BIKANER – 334 001
RAJ
Mob:90011 27532
Email:ranvirsingh1960@rediffmail.com



17/12/2018

UshaSreedharan

Plot No. 8 and 9, VGN AvenuePhase I

Mogappair,

Chennai 600 037.

To

Investor Service Centre

ITC Limited

37, J. L. Road

Kolkata 700 071.

Dear Sir,

Folio No. 19/60193

LOSS OF SHARE CERTIFICATE

I am the holder of 270 shares in ITC Ltd. Out of the 270 shares, I have only

180 shares in physical form. **Share certificate for 90 shares is lost** while

We shifted our residence to the above address. **Share certificate lost is**

Bonus shares of 2010 of 90 shares.. I would request you to

Issue duplicate share certificates for 90 shares.. So I could demat only 180 shares

For which I opened a demat account.

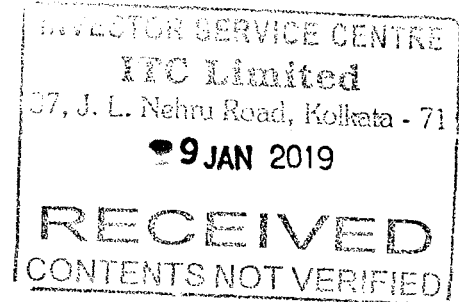
Kindly advise

Thanking You,

Yours faithfully,

Usha Sreedharan

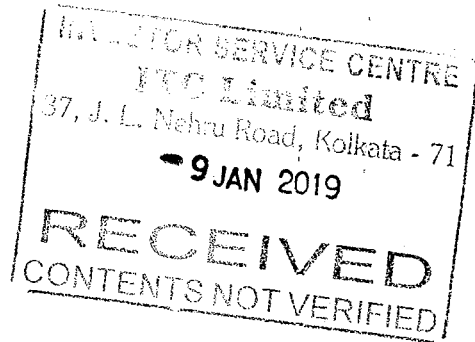
(Usha Sreedharan)



KALPANA D. PALKHIWALA
5/B, MATHERAN SOCIETY,
NEAR DEEPAK NAGAR,
PALDI, AHMEDABAD-380007
GUJARAT
PHONE No : (M) 9428501420

DATE : 02.01.2019

TO,
ITC LTD.,
INVESTOR SERVICE CENTER
37, J L NEHRU ROAD,
KOLKATA – 700071
WEST BENGAL



Dear Sir / Madam,

Sub. : Deletion of Name & Loss of Shares

Ref. : Documents require for your letter dtd 5/11/2018 for the transmission of shares –
A/C no – 16/32391

As per our telephonic conversation, I would like to inform you that original affidavit which has been submitted to you by us earlier is not received back from your end.

We hereby enclosed original Police FIR (in English), Specimen signature duly attested by bank and original cancelled cheque.

Kindly do the needful for issuing a duplicate share certificates.

I hope the above is clear to you & expect your urgent positive action in the above matter

Thanking you,

K D. Palkhiwala
Kalpana D. Palkhiwala

Encl :

1. Original FIR (In English)
2. Attested Specimen signature on Bank Letterhead
3. Cancelled Cheque