



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

31st January, 2019

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,

Sub: 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 in respect of 2102 Ordinary Shares of ₹1/- each of the Company which have been reported lost by the Shareholders on 30th January, 2019.

The copies of the letters received from the Shareholders regarding loss of the aforesaid Share Certificates are also enclosed.

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 31/01/2019
 DISCREPANCY LOSS SHARES
 DISCREPANCY SHARES REPORTED LOST/STOLEN/MISPLACED

LEDGER FOLIO NO	HOLDER NAME	CERTNO	DISTNO FROM	DISTNO TO	NO. OF SHARES
04/35127	DEEPIKA S. DOSHI	000214865	0007967357831	0007967357832	00000000000002
21/23848	BORRA VIMALA	000059474	0000095865901	0000095865960	00000000000060
21/23848	BORRA VIMALA	000125698	0002551366066	0002551366095	00000000000030
21/23848	BORRA VIMALA	000193416	0003920268464	0003920268553	00000000000090
14/5098	SMITA MAHDEO NAIK	000036906	0000062451251	0000062451890	00000000000640
14/5098	SMITA MAHDEO NAIK	000103119	0002534654806	0002534655125	00000000000320
14/5099	MAHADEO PAHDURANG NAIK	000036907	0000062451891	0000062452530	00000000000640
14/5099	MAHADEO PAHDURANG NAIK	000103120	0002534655126	0002534655445	00000000000320



To, ITC Limited
37 J. L. Nehru Road
Kolkata 700071, India

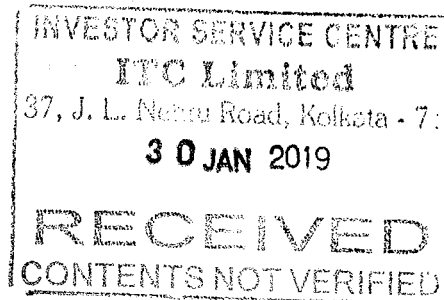
From. Dipika. S. Doshi.

(SUB:- Document Required been submitted, issue of)
Duplicate share certificate

I have by enclosed all the documents Required by you, Also I want to inform that i lost my original ITC Limited share certificate in physical form so you can issue Duplicate Share certificate of origin for converting it into demate form as all the documents are sended as per your requirement.

Yours Faithfully,

- 1) Pancard copy with attesment
- 2) Aadhaar card copy with attesment
- 3) Cancelled original cheque
- 4) Bank account statement with Bank attesment
- 5) Bonus share certificate copy



From,

BORRA. VIMALA.
W/o. B.V.N. RAO.
Conductors colony
Khemmem - Dist.
Serapake - 507128

Dt: 24/12/2018

P1: Bhadrachalam

To,

ITC Limited.

Kolkata

Sir,

Subj. Confirming - misplaced - shares.

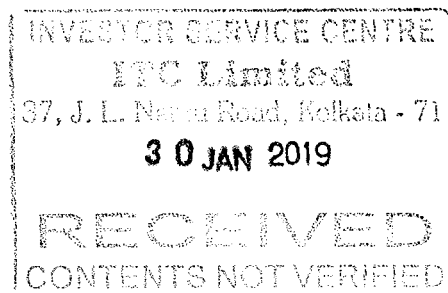
Ref. ISC (77656/ISC/oth/41530

Acount no: 21/23848.

I have by confirming that after
ref. we had received a letter from you
and confirming that some certificates
are misplaced and confirmed.

Hence I requesting you, kindly
arrange to send misplaced certificate and
Enclosed document letter

Encl
ITC letter

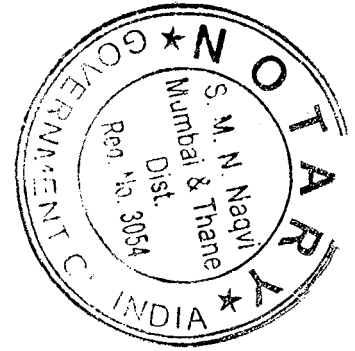


Thanking you for
y/sincerely
B. Vimala
(Borra. Vimale)

Date :- 19 / 01 / 2019

From,
Smita Mahadeo Naik
502 , 5th Floor , Nariman Tower, Nariman Road,
Vile Parle (East) Mumbai – 400057.
Tel :- 9833551578

To,
Share Department ,
ITC Limited
Virginia House , 37 Jawaharlal Nehru Road ,
Kolkata , West Bengal – 700071



Folio Number :- 14 / 5098 & 14 / 5099

Sub :- Submission of Documents for issue of Duplicate Share Certificate duly transmitted in my name.

Dear Sir, (Jayesh ji Agarwal),

Starting with I apology to the company for the delay reply

As per request of the company , I am herewith sending you the Affidavit duly signed and notarized and Indemnity duly signed by me and attested by the bank manager .

Apart from the above also enclosing you the original F.I.R / Missing Report copy issued by the Local Police Station .

Enclosed is again the True Copy of Death Certificate (Mahadeo Pandurang Naik) and Pan Card Copy & Aadhar Card copy .

PLEASE NOTE THAT THE AFFIDAVIT & INDEMNITY EXECUTED ARE FOR BOTH THE FOLIOS ie 14 / 5098 & 14 / 5099 . BOTH FOLIOS ARE LIKE MAHADEO P NAIK AND MYSELF & MYSELF & MAHADEO P NAIK (MAHADEO P NAIK WAS MY HUSBAND – DECEASED)

Also please note that bankers specimen letter send earlier to you was attested by State Bank of India . But now the same manager is refusing to do it again. So this time i have got it done from my another banker that is ICICI Bank Limited. Enclosed is the cancel chq of that account.

Request you to please process the documents and issue us the share certificate at the earliest .

Thanking You


Smita Mahadeo Naik .

