



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**

17<sup>th</sup> March, 2023

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 Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, please find enclosed details of Share Certificate for 2 shares of ₹1/- each of the Company intimated as lost by a Shareholder on 15<sup>th</sup> March, 2023.

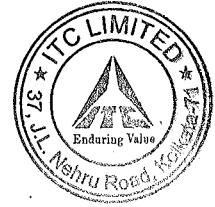
A copy of the letter received from the Shareholder regarding loss of the aforesaid Share Certificate is enclosed for your reference.

Yours faithfully,

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

COMPANY NAME ITC LIMITED  
SOURCE INVESTOR SERVICE CENTRE  
LETTER REF NO ISC/LOST/EXCH/48  
LETTER DATE 17/03/2023  
REMARKS SHARES REPORTED LOST/STOLEN/MISPLACED

LEDGER FOLIO	HOLDER NAME	CERTNO	DISTNO FROM	DISTNO TO	NO. OF SHARES
01/35380	RAJESH S AGARWAL	000232125	0008057923394	0008057923395	0000000000002



From  
Rajesh Surendrakumar Agarwal  
Sr No 47/5-B, Gargwal House, Sai Nagari Society,  
Lane no. 8, Opp new sai baba mandir, Chandan nagar,  
Kharadi, Pune, Maharashtra- 411014  
Mobile no. : 9764218080  
Date: 15<sup>th</sup> March 2023

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

Subject: Application for Duplicate Physical Share Certificate

Respected Sir,

I, Rajesh Surendrakumar Agarwal, hold 7 shares in your company under folio number 01/35380. Out of these, 5 shares were purchased by me whereas 2 additional shares were allotted as bonus shares in the year 2016. As per my mail communication with you, I have come to know that the physical certificates of 5 original shares are retained by the company and certificates of the additional 2 bonus shares have been lost.

**I now request you to send me the physical share certificates of all the 7 shares as I wish to dematerialize the same.**

Since I do not have the physical certificates, I am unaware of the share certificate number and other details. Although I possess a physical dividend warrant of ITC limited dated 3<sup>rd</sup> August 2015 with Warrant no. 1998. I have hereunder stated all the details I could get from the dividend warrant for your reference. Also I have attached a soft copy of the dividend warrant in PDF format.

Folio number: 01/35380

Holder name: Rajesh S Agarwal

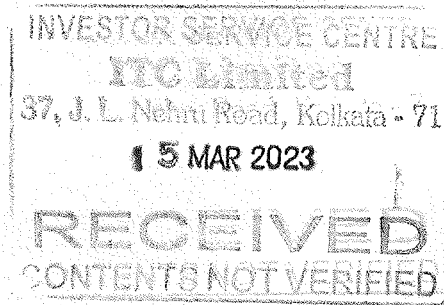
Old Address: 1088, Bhaji Ali, Raviwar Peth, Pune 411002

Date of warrant: 3<sup>rd</sup> August 2015

No. of ordinary shares: 5


Dividend: Rs. 31

Warrant no. 1998



Note: The address as per dividend warrant (stated above) is not in use currently. Hence I request you to update it in your records and perform further communication with me at my current residential address:

**Sr No. 47/5-B, Gargwal House, Lane no. 8, Sai Nagari Soc., Chandan Nagar, Pune 411014.**

  
Rajesh Surendrakumar Agarwal