



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**

8th November, 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 58560 Ordinary Shares of ₹1/- each of the Company which have been reported lost by the Shareholders on 7th November, 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

COMPANY NAME ITC LIMITED  
SOURCE INVESTOR SERVICE CENTRE  
LETTER REF NO LOST/SHR.EXCH/48 HRS  
LETTER DATE 08/11/2019  
DISCREPANCY LOSS SHARES  
DISCREPANCY SHARES REPORTED LOST/STOLEN/MISPLACED

LEDGER FOLIO NO	HOLDER NAME	CERTNO	DISTNO FROM	DISTNO TO	NO. OF SHARES
35/03612	ABDULGAFOOR MOHAMED HUSAIN HURZOOK	000265535	0009324434137	0009324444696	0000000010560
35/04448	MOHAMMED MOINUDDIN GHORI	000063644	0000915492951	0000915508950	0000000016000
35/04448	MOHAMMED MOINUDDIN GHORI	000129869	0002961179621	0002961187620	0000000008000
35/04448	MOHAMMED MOINUDDIN GHORI	000196367	0005143142918	0005143166917	0000000024000



From,

07.11.2019

Ishteyak Ahamad,

S/o Shamsul-hak, Moghal Nagar,

Karwan Road, Ring Road,

13-6-431/C/53, Asif Nagar,

Hyderabad-500006.

To,

ITC Limited,

Kolkata.

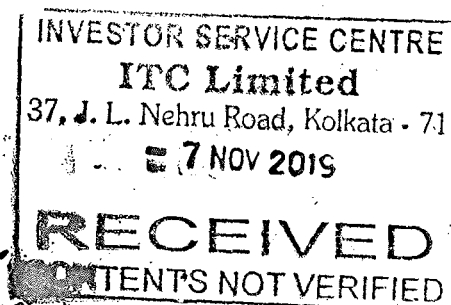
Dear Sir,

Folio No : 35/04448

Sir I have total 72000 shares out of which Share Certificates for 48000 pursuant to bonus 2005 and bonus 2010 is only lost kindly see to it, I have submitted documents for loss and transmission. Kindly do the needful and Confirm.

Yours Truly,

*Nowel*



Shahnaz A.G. Hurzook  
5 VincoApts, Chapel Road,  
Bandra (W), Mumbai - 400050

Date: 2<sup>nd</sup> November, 2019

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

105840



Refer: TRM/5035 (101981/DOC/TRM/48280)

Subject: Transmission Request for Folio No. 35/03612 from Mr. ABDULGAFOOR M. H. HURZOOK to the name of Mrs. SHAHNAZ ABDUL GAFOOR HURZOOK.

Dear Sir,

I have received your letter referenced above. I reply to the points mentioned in your letter as below.

1> Loss of Original share Certificate nos. for 10560 Bonus shares issued in 2016.

I submit a letter confirming the loss of the Original Bonus Share certificate.

2> Certified copy of the petition file for obtaining Succession Certificate from the court.

At the time of my husband's death we were residing in UAE. The applications were submitted to the court in Dubai and we obtained the Succession Certificate (in Arabic) in the name of all the legal heirs. The certified copy of the same has been provided along with the English Translation in the original Application.

I do not have any of the documents submitted in Dubai as I have relocated in India. Please accept the Succession Certificate as the documents submitted to the courts in Dubai are not available with any of the heirs in India.

3> Name spelling difference.

I am enclosing an Affidavit with this response confirming that the name on the death certificate was as per his passport and that the name provided in your share register is one and the same person.

Please find the complete list of documents comprising this letter.

SR No	Particulars	Original/ Notary	No Of Pages	Page Nos
1	Transmission request for Folio No. 35/03612	Original	1	1
2	Letter for loss of Bonus Shares issued in 2016 in Folio No. 35/03612	Original	1	2
3	Affidavit for name verification	Notary	2	3-4
4	Self Attested Copy of Pan Card	Self Attested	1	7

Kindly acknowledge the receipt of this letter along with the enclosed documents as listed above.

Kindly transmit all the shareholdings in the name of the deceased in my name. You may transfer the shares in my Demat Account No. 1206420008521000. Much obliged.

Yours truly,

Shahnaz