



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/Cert/Issue/48**

16<sup>th</sup> August, 2024

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: Issuance of "Letter of Confirmation" in lieu of Duplicate Share Certificates**

Pursuant to Regulation 39(3) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, read with SEBI Circular No. SEBI / HO / MIRSD / POD-1/P/CIR/2024/37 dated 7<sup>th</sup> May 2024, **please find enclosed a statement providing details of "Letter of Confirmation" issued by the Company to its shareholders on 16th August, 2024 in lieu of Duplicate Share Certificates.**

Yours faithfully,

(T.K. Ghosal)  
Deputy Secretary

**General Information**

Name of the Company*	ITC LIMITED
NSE Symbol*	ITC
BSE Scrip Code*	500875
MSEI Symbol*	NOTLISTED
ISIN*	INE154A01025
Type of Announcement*	New
Type of Event*	Issue of duplicate share certificates/Letter of Confirmation
Details of other event	
Date of original announcement	
Remarks (website dissemination)	
Remarks for Exchange (not for Website Dissemination)	
Date of Report	16-08-2024

### Issue of Duplicate Share Certificates/Letter of Confirmation

Number of shareholders to whom duplicate share certificate/Letter of Confirmation has been issued\*

2

Details of Shareholders to whom duplicate share certificate/Letter of Confirmation has been issued

Date of receipt of information for issue of duplicate share certificate/Letter of Confirmation*	Name*	Folio Number	Number of Shares	Old Certificate Number		New Certificate/Letter of Confirmation Number		Distinctive Number		Reason for issue of duplicate share certificate/Letter of Confirmation	Non-Compliance trigger
				From	To	From	To	From	To		
16-08-2024	C THANDAVA MURTHY	13/22646	960	248286	248286	1492	1492	8088294066	8088295025	Original Share Certificates Lost /Misplaced by Shareholder	
16-08-2024	LEKHA SEN	19/01741	3870	256712	256712	1493	1493	8101770889	8101774758	Original Share Certificates Lost /Misplaced by Shareholder	
Name of Registrar and Transfer Agent (RTA) of the Company*						ITC LIMITED					
Name of other RTA											
Whether the Company has complied with Regulation 39 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015*						Yes					
If No, specify the reason											
Any other disclosure w.r.t. compliance of any SEBI Act, Regulation, Circular or provision											
Any other information											
Remarks (website dissemination)											
Remarks for Exchange (not for Website dissemination)											