



ITC Limited
Virginia House
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20th May, 2016

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.
1st floor, New Trading Ring
Rotunda Building
P. J. Towers
Dalal Street, Fort
Mumbai 400 001

The Secretary
The Calcutta Stock Exchange
Ltd.
7, Lyons Range
Kolkata 700 001

Dear Sirs,

Issue of Bonus Shares

In terms of Regulation 30 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (Listing Regulations), we write to advise that the Board of Directors of the Company (Board) at the meeting held today i.e. 20th May, 2016 has recommended the following for the approval of the Members through Postal Ballot and e-voting:

- 1) Issue of Bonus Shares in the proportion of 1 (One) Bonus Share of ₹ 1/- (Rupee One) each for every existing 2 (Two) fully paid-up Ordinary Shares of ₹ 1/- (Rupee One) each; the said Bonus Shares, if approved by the Members, will be credited or share certificates in respect thereof will be despatched, where shares are held in the dematerialised form and in the physical form, respectively, by 19th July, 2016.
- 2) Increase in the Authorised Share Capital of the Company from ₹ 1000,00,00,000/- (Rupees One Thousand Crores) divided into 1000,00,00,000 (One Thousand Crores) Ordinary Shares of ₹ 1/- each to ₹ 2000,00,00,000/- (Rupees Two Thousand Crores) divided into 2000,00,00,000 (Two Thousand Crores) Ordinary Shares of ₹ 1/- each.
- 3) Consequential amendment to Article 4 of the Articles of Association of the Company to reflect the increased Authorised Share Capital of the Company.



Further, in terms of Regulation 42 of the Listing Regulations, we also advise that the Board at the said meeting has fixed **Monday, 4th July, 2016** as the Record Date for the purpose of determining Members who would be entitled to the Bonus Shares as stated under (1) above.

The said meeting of the Board commenced at 12 noon and concluded at 3.00 p.m.

Yours faithfully,
ITC Limited

(B. B. Chatterjee)
Executive Vice President &
Company Secretary