

## **AGM Details**

Date	Friday, 31st July, 2015
Venue	Science City Main Auditorium JBS Haldane Avenue Kolkata 700 046
Time	10.00 a.m.
Book Closure Dates	Friday, 5th June, 2015 to Tuesday, 9th June, 2015 (both days inclusive)
Dividend Payment Date	Monday, 3rd August, 2015

## **Registrar & Share Transfer Agents**

The in-house Investor Service Centre of the Company (ISC), accredited with ISO 9001: 2008 certification for investor servicing, provides share registration and related services. The Company is registered with Securities and Exchange Board of India (SEBI) as Category II Share Transfer Agent and has been granted a certificate of permanent registration by SEBI.

## **Share and Debenture Transfer Committee**

The Share and Debenture Transfer Committee of the Company generally meets three to four times a month to approve share transfers. The processing activities with respect to requests received for share transfers are generally completed within three working days from the date of receipt of request. There were no share transfers pending as on 31st March, 2015. The Committee met thirty eight times during the financial year.

The Committee comprises the following:

K. N. Grant, Executive Director - Chairman

B. B. Chatterjee, Executive Vice President & - Member Company Secretary

K. S. Suresh, General Counsel - Member

A. Bose, Deputy Secretary and Head of ISC, is the Secretary to the Committee and also the Compliance Officer under the SEBI (Registrars to an Issue and Share Transfer Agents) Regulations, 1993.

## **Shareholder / Investor Complaints**

The Company attends to Shareholder / Investor complaints generally within five working days except where constrained

by disputes or legal impediments. There are some pending cases which relate to disputes over title to shares in which the Company has been made a party. These cases however are not material in nature.

In terms of the Complaint Identification Policy approved by the Securityholders Relationship Committee of the Board, the Company received three complaints during the financial year ended 31st March, 2015, two relating to non-receipt of Report and Accounts and one relating to transfer of shares. The said complaints have been promptly resolved.

National Stock Exchange, Bombay Stock Exchange and Calcutta Stock Exchange have confirmed that there were no investor complaints pending against the Company at the end of each quarter as also on 31st March, 2015, which position was also reflected on SCORES, the web based complaint redressal system of SEBI.

The e-mail ID earmarked for investor complaints is isc@itc.in

## **Dematerialisation of Shares and Liquidity**

The shares of the Company are available for trading in the dematerialised form under both the Depository Systems in India – NSDL and CDSL. The International Securities Identification Number (ISIN) allotted to the Company's shares under the Depository System is INE154A01025.

During the year, 1,03,88,575 shares of the Company, covered in 2,739 requests and constituting 0.13% of the issued and subscribed Share Capital of the Company, were dematerialised. 5,45,43,19,606 shares of the Company constituting 68.05% of the issued and subscribed Share Capital stand dematerialised as on 31st March, 2015. The processing activities with respect to requests received for dematerialisation are generally completed within four working days.

The Company's shares are among the most liquid and actively traded shares on the Indian Stock Exchanges and consistently rank among the top frequently traded shares, both in terms of number of shares traded as well as in terms of value. The Company's market capitalisation stood at ₹ 2,61,186 crores (US\$ 41.79 billion) on 31st March, 2015 as compared to ₹ 2,80,628 crores (US\$ 46.84 billion) on 31st March, 2014.

## Distribution of Shareholding as on 31st March, 2015

No. of Shares		No. of Shareholders			No. of Shares					
Slab	Physical	Demat	Total	%	Physical	%	Demat	%	Total	%
1 - 5000	36,483	4,51,727	4,88,210	93.21	2,87,75,948	0.36	16,01,24,835	2.00	18,89,00,783	2.36
5001 - 10000	4,141	12,768	16,909	3.23	2,88,66,516	0.36	9,14,56,589	1.14	12,03,23,105	1.50
10001 - 20000	1,840	7,510	9,350	1.78	2,69,12,320	0.34	10,85,54,282	1.35	13,54,66,602	1.69
20001 - 30000	516	2,760	3,276	0.63	1,25,02,680	0.15	6,81,18,353	0.85	8,06,21,033	1.00
30001 - 40000	249	1,371	1,620	0.31	86,91,715	0.11	4,77,38,547	0.59	5,64,30,262	0.70
40001 - 50000	204	848	1,052	0.20	94,12,421	0.12	3,84,21,184	0.48	4,78,33,605	0.60
50001 - 100000	226	1,514	1,740	0.33	1,54,48,355	0.19	10,53,96,039	1.32	12,08,44,394	1.51
100001 and above	90	1,536	1,626	0.31	2,43,05,89,980	30.32	4,83,45,09,777	60.32	7,26,50,99,757	90.64
Total	43,749	4,80,034	5,23,783	100.00	2,56,11,99,935	31.95	5,45,43,19,606	68.05	8,01,55,19,541	100.00

## Categories of Shareholders as on 31st March, 2015

Category	No. of Shares held	%
(A) Institutional Shareholding		
Financial Institutions, Insurance Companies, Mutual Funds and Banks	2,78,60,49,966	34.76
Foreign Institutional Investors and Foreign Portfolio Investors	1,66,06,41,784	20.72
Sub-Total (A)	4,44,66,91,750	55.48
(B) Non-Institutional Shareholding		
Foreign Companies	2,41,36,86,872	30.11
NRIs and Foreign Nationals	4,47,47,407	0.56
Bodies Corporate	26,38,15,414	3.29
Public and Others	82,66,14,963	10.31
Sub-Total (B)	3,54,88,64,656	44.27
Public Shareholding (A+B)	7,99,55,56,406	99.75
Shares underlying Global Depository Receipts	1,99,63,135	0.25
Total	8,01,55,19,541	100.00

## **Global Depository Receipts**

Pursuant to the offer of Global Depository Receipts (GDRs) made in 1993 by the Company, 1,99,63,135 GDRs, representing 1,99,63,135 underlying shares of the Company i.e. 0.25% of the issued and subscribed Share Capital, were outstanding as on 31st March, 2015.

The Company's GDRs are listed on the Luxembourg Stock Exchange (Code: 004660919) at Societe de la Bourse de Luxembourg, 35A Boulevard Joseph II, L-1840, Luxembourg. The Listing Fee for the calendar year 2015 has been paid to the said Exchange.



## Listing of Shares on Stock Exchanges with Stock Code

Stock Exchange	Stock Code
National Stock Exchange of India Ltd. (NSE) Exchange Plaza, G Block Bandra-Kurla Complex, Bandra (E) Mumbai 400 051 Telephone nos.: 022-2659 8100-14 Facsimile no.: 022-2659 8120 e-mail: ignse@nse.co.in website: www.nseindia.com	ITC
BSE Ltd. (BSE) Phiroze Jeejeebhoy Towers, Dalal Street Mumbai 400 001 Telephone nos.: 022-2272 1233/34 Facsimile no.: 022-2272 1919 e-mail: is@bseindia.com website: www.bseindia.com	500875
The Calcutta Stock Exchange Ltd. (CSE) 7, Lyons Range Kolkata 700 001 Telephone no. : 033-4025 3000 Facsimile no. : 033-4025 3030 e-mail : cseisc@cse-india.com website : www.cse-india.com	10000018

The Listing Fees for the financial year 2015-16 have been paid to the above Stock Exchanges.

Stock Exchange	Reuters Code	Bloomberg
NSE	ITC.NS	ITC IS
BSE	ITC.B0	ITC IB

# Monthly High and Low Quotes and Volume of Shares traded on NSE, BSE and GDRs on Luxembourg Stock Exchange (LSE)

	NSE			NSE BSE				LSE		
Year & Month	High	Low	Volume in 000's	High	Low	Volume in 000's	High	Low	Volume in 000's	
	(₹)	(₹)	(Nos.)	(₹)	(₹)	(Nos.)	(US\$)	(US\$)	(Nos.)	
2014 APRIL	356.00	336.70	113304	355.55	336.75	13083	5.87	5.63	2	
MAY	387.50	334.55	159309	386.75	329.00	11544	6.21	5.65	2	
JUNE	343.10	312.50	182965	342.55	312.40	20254	5.70	5.22	151	
JULY	364.50	324.00	166922	364.45	323.20	11781	N.A.	N.A.	Nil	
AUGUST	361.85	341.55	84862	361.45	341.85	4219	N.A.	N.A.	Nil	
SEPTEMBER	379.90	348.30	126812	379.75	348.25	7699	N.A.	N.A.	Nil	
OCTOBER	370.00	343.45	93922	370.00	343.55	5414	N.A.	N.A.	Nil	
NOVEMBER	378.80	348.65	130512	378.80	348.60	11824	6.05	5.75	51	
DECEMBER	400.30	357.10	156265	400.00	357.30	8930	6.44	5.81	91	
2015 JANUARY	372.95	346.10	197696	373.60	346.10	11315	N.A.	N.A.	Nil	
FEBRUARY	409.95	348.50	177686	409.70	350.00	16578	6.42	5.67	22	
MARCH	358.00	315.10	257656	358.50	315.25	28535	5.74	5.07	10	

There was no trading in the Company's shares on CSE during the financial year 2014-15.



## ITC Share Price vis-à-vis CNX Nifty



Note - Indicates monthly closing positions.

During the year, the performance of the Company's share price remained subdued relative to CNX Nifty, reflecting the sharp increase in taxation and regulatory pressures on the cigarette industry.

## ITC Share Price & Volume traded on NSE



Note - Indicates monthly high & low price and monthly volume.



## **Dividend History (Last 10 Years)**

As one of India's foremost private sector companies, the Company has performed consistently for over a century now and has rewarded Shareholders since inception with uninterrupted dividends.

Financial Year	Dividend per Share (₹)	Dividend (₹ in Crores)	Dividend Distribution Tax (₹ in Crores)	Total Dividend including Dividend Distribution Tax (₹ in Crores)
2014-15	6.25 *	5009.70	1019.86	6029.56
2013-14	6.00	4771.91	810.99	5582.90
2012-13	5.25	4148.46	705.03	4853.49
2011-12	4.50	3518.29	570.75	4089.04
2010-11	4.45 <sup>@</sup>	3443.48@	558.62	4002.10
2009-10	10.00\$	3818.18\$	634.15	4452.33
2008-09	3.70	1396.53	237.34	1633.87
2007-08	3.50	1319.02	224.17	1543.19
2006-07	3.10	1166.29	198.21	1364.50
2005-06	2.65 ^	995.13 ^	139.57	1134.70

<sup>\*</sup> Subject to approval of Shareholders.

## **Financial Calendar**

	Financial Year 2015-16							
1	First Quarter Results	July 2015						
2	Second Quarter and Half-Year Results	October 2015						
3	Third Quarter Results	January 2016						
4	Fourth Quarter and Annual Results	May 2016						

## Particulars of past three AGMs

AGM	Financial Year	Venue	Date	Time	Special Resolutions passed
103rd	2013-14	Science City Main Auditorium JBS Haldane Avenue	30/07/2014	10.00 a.m.	<ul> <li>Approval to retain the number of Directors on the Board of Directors at eighteen, in line with the Articles of Association of the Company.</li> <li>Amendment to the Articles of Association of the Company for incorporation of Article 10A with respect to charging of fees for copies of documents / registers / records.</li> </ul>
102nd	2012-13	Kolkata 700 046	26/07/2013		<ul> <li>Appointment of Auditors.</li> <li>Payment of commission to Non-Executive Directors.</li> </ul>
101st	2011-12		27/07/2012		Appointment of Auditors.

On expanded Share Capital arising out of Bonus shares issued in the ratio of 1:1 and includes special dividend of ₹ 1.65 per share.

<sup>\$</sup> Includes special Centenary dividend of ₹ 5.50 per share.

<sup>^</sup> On expanded Share Capital arising out of Bonus shares issued in the ratio of 1:2.



## Postal Ballot and E-Voting

During the year, the resolutions for appointment of Independent Directors of the Company under Section 149 of the Companies Act, 2013 were passed by the Members by requisite majority by means of postal ballot and e-voting. Salient features of the said postal ballot and e-voting are provided below:

- The Board of Directors of the Company appointed Mr. R. L. Auddy, Senior Solicitor and Partner, Messrs. Sandersons & Morgans, Advocates & Solicitors, as Scrutinizer for conducting the postal ballot and e-voting;
- Despatch of the Postal Ballot Notice, alongwith the Explanatory Statement and Postal Ballot Form, to the Members
  of the Company was completed on 10th August, 2014. The said documents were sent in electronic mode to those
  Members who registered their e-mail addresses with the Company or with the Depositories and in physical mode to
  the other Members;
- Voting rights were reckoned on the paid-up value of the shares registered in the names of the Members on 1st August, 2014;
- Voting by postal ballot commenced from 11th August, 2014. The last date for receipt of completed postal ballot forms was 9th September, 2014. E-voting commenced at 9.00 a.m. on 11th August, 2014 and ended at 5.00 p.m. on 9th September, 2014;
- Based on the Scrutinizer's Report to the Chairman of the Company, the results of the postal ballot and e-voting were declared on 12th September, 2014 at the Registered Office of the Company, as follows:

	Votes in favour (	of the Resolution	Votes against the Resolution		
Resolution relating to	Number of Shares for which valid votes cast	% of votes to total number of valid votes cast	Number of Shares for which valid votes cast	% of votes to total number of valid votes cast	
Appointment of Mr. A. Baijal as an Independent Director for a period of five years with effect from 15th September, 2014	619,72,16,448	99.97	18,03,539	0.03	
Appointment of Mr. A. Duggal as an Independent Director for a period of five years with effect from 15th September, 2014	613,14,39,241	98.93	6,62,15,286	1.07	
Appointment of Mr. S. H. Khan as an Independent Director for a period of three years with effect from 15th September, 2014	618,20,28,585	99.73	1,68,00,012	0.27	
Appointment of Mr. S. B. Mathur as an Independent Director for a period of five years with effect from 15th September, 2014	614,37,16,162	99.35	4,03,75,994	0.65	
Appointment of Mr. P. B. Ramanujam as an Independent Director for a period of five years with effect from 15th September, 2014	616,73,67,784	99.49	3,14,81,124	0.51	
Appointment of Mr. S. S. H. Rehman as an Independent Director for a period of five years with effect from 15th September, 2014	618,55,72,283	99.78	1,33,64,242	0.22	
Appointment of Ms. M. Shankar as an Independent Director for a period of five years with effect from 15th September, 2014	619,59,81,228	99.95	30,09,130	0.05	

No special resolution requiring postal ballot is being proposed for the ensuing AGM.



## **Plant Locations**

## **CIGARETTE FACTORIES**

#### Bengaluru

 Meenakunte Village Jala Hobli Bengaluru North Taluk Karnataka 562 157

#### Kolkata

 93/1 Karl Marx Sarani Kolkata West Bengal 700 043

#### Munger

3. Basdeopur P.O. District Munger Bihar 811 202

#### Ranjangaon

 Plot No. B-27, MIDC Ranjangaon, Taluka Shirur District Pune Maharashtra 412 220

#### Saharanpur

5. Sardar Patel Marg Saharanpur Uttar Pradesh 247 001

#### **HOTELS**

## **Owned Hotels**

#### Agra

1. ITC Mughal\* Taj Ganj Agra 282 001

## Bengaluru

- 2. ITC Gardenia\* 1, Residency Road Bengaluru 560 025
- ITC Windsor\*
   25, Windsor Square
   Golf Course Road
   Bengaluru 560 052
- 4. My Fortune, Bengaluru 46, Richmond Road Bengaluru 560 025

## Chennai

- ITC Grand Chola\*
   63, Mount Road, Guindy Chennai 600 032
- 6. My Fortune, Chennai Cathedral Road Chennai 600 086

## **Jaipur**

7. ITC Rajputana\* Palace Road Jaipur 302 006

## Kolkata

8. ITC Sonar\* 1, JBS Haldane Avenue Kolkata 700 046

## Mumbai

9. ITC Maratha\* Sahar Mumbai 400 099

 ITC Grand Central\*
 287, Dr. B. Ambedkar Road Parel
 Mumbai 400 012

#### **New Delhi**

ITC Maurya\*
 Sardar Patel Marg
 Diplomatic Enclave
 New Delhi 110 021

12. Sheraton New Delhi Hotel
District Centre, Saket
New Delhi 110 017

#### **Licenced Hotels**

#### Gurgaon

13. ITC Grand Bharat\* P.O. Hasanpur, Tauru District Mewat Gurgaon 122 105

#### Kota

14. WelcomHeritage Umed Bhawan Palace Palace Road Kota 324 001

#### **Port Blair**

 Fortune Resort Bay Island Marine Hill Port Blair 744 101

#### Vadodara

WelcomHotel Vadodara
 R. C. Dutt Road, Alkapuri
 Vadodara 390 007

## **Hotels Under Operating Services**

## **Aurangabad**

 WelcomHotel Rama International R-3, Chikalthana Aurangabad 431 210

## Hyderabad

18. ITC Kakatiya\* 6-3-1187, Begumpet Hyderabad 500 016

## Jodhpur

19. WelcomHotel Jodhpur Khasra No. 53 Village - Uchiyarda Jodhpur 342 027

## Kollam

 WelcomHotel Raviz Ashtamudi Thevally, Mathilil P.O. Kollam 691 601

## Kozhikode

 WelcomHotel Raviz Kadavu NH 17, Calicut Bypass Road Azhinjilam P.O. Malappuram District Kozhikode 673 632

## New Delhi

 WelcomHotel Dwarka Plot No. 3, Sector-10 District Centre, Dwarka New Delhi 110 075

## Panchkula

23. WelcomHotel Bella Vista SM-8, Sector-5 Panchkula 134 109

## Visakhapatnam

24. WelcomHotel Grand Bay Beach Road Visakhapatnam 530 002

## \* Operating under 'The Luxury Collection' brand under Licence from Sheraton International, LLC.

## **GREEN LEAF THRESHING PLANTS**

## **Anaparti**

Anaparti
 East Godavari District
 Andhra Pradesh 533 342

#### Chirala

Chirala
Prakasam District
Andhra Pradesh 523 157

#### Nanjangud

 Immavu & Adakanahalli Village Nanjangud Taluk, District Mysuru Karnataka 571 302

## **PACKAGING & PRINTING FACTORIES**

#### Chennai

Tiruvottiyur
 Chennai
 Tamil Nadu 600 019

#### Haridwar

 Plot No.1, Sector-11 Integrated Industrial Estate Haridwar Uttarakhand 249 403

## Munger

Basdeopur P.O.
 District Munger
 Bihar 811 202

## **PAPER & PAPERBOARD MILLS**

## **Bollaram**

 Anrich Industrial Estate Bollaram Village, District Medak Telangana 502 325

## Sarapaka

 Sarapaka Village District Khammam Telangana 507 128

## **Thekkampatty**

 Thekkampatty Village Vivekanandapuram Post Mettupalayam Taluk District Coimbatore Tamil Nadu 641 113

## Tribeni

 Village & Post Chandrahati District Hooghly West Bengal 712 504

## **FOODS FACTORIES**

## Haridwar

 Plot No.1, Sector-11 Integrated Industrial Estate Haridwar Uttarakhand 249 403

## Malur

Survey No. 15/1 & 15/2
 Madivala Gram Panchayat
 Yeshwanthpura Village
 District Kolar
 Karnataka 563 130

## Ranjangaon

3. Plot No. D-1, MIDC Ranjangaon, Taluka Shirur District Pune Maharashtra 412 220



## PERSONAL CARE PRODUCTS FACTORIES

#### Haridwai

 Plot No.1, Sector-11 Integrated Industrial Estate Haridwar Uttarakhand 249 403

## Manpura

Village Manpura
 Tehsil Baddi, District Solan
 Himachal Pradesh 174 101

## LIFESTYLE RETAILING

#### **Design & Technology Centre**

#### Manesar

Plot No. 3, Sector-5 IMT Manesar, Gurgaon Haryana 122 050

## PLANTS UNDER CONSTRUCTION

#### **Ambarnath**

 Integrated Consumer Goods Manufacturing Facility Off Kalyan Badlapur Road Ambarnath, District Thane Maharashtra 421 505

#### Kapurthala

 Integrated Foods Manufacturing and Logistics Facility
 A-1-A, Mixed Use Industrial Park (MUIP)
 Near Modern Jail
 Jhalthikriwal Village, District Kapurthala
 Punjab 144 601

## **Panchla**

 Integrated Packaged Foods Manufacturing Unit Mouza Kulai, J. L. No. 26 PS Panchla, District Howrah West Bengal 711 322

## Uluberia

 Integrated Consumer Goods Manufacturing and Logistics Facility Mouza Amraberia, J. L. No. 08 Jorgori Village, Jorgori Gram Panchayat Uluberia, District Howrah West Bengal 711 303

## CHOUPAL SAAGARS - RURAL SERVICES CENTRES

## **Amravati**

 Old Survey No. 12/5A, 12/6 & 12/7 Gat No. 19, Patwari Halka No. 48 Mouza Degaon Pargana Nandgaon Peth Taluka & District Amravati Maharashtra 444 901

## Badaun

 Arazi No. 10 & 12/3 (Part) Village Khunak Tehsil & District Badaun Uttar Pradesh 243 601

## Bahraich

 Khasra No. 475-476, 477 (Part), 496-kha (Part), 497, 498 (Part), 500-Mi, 501-505, 507 & 509 Village Mohammad Nagar Tehsil, Pargana & District Bahraich Uttar Pradesh 271 801

#### Chandouli

4. Khasra No. 57-62 & 641
Village Muhabatpur
Ganj Khwaja
Pargana Dhoos
Tehsil Sakaldeeha
District Chandouli
Uttar Pradesh 232 104

#### Chindwara

 Survey No. 16/1-16/2 & 16/4-16/7 Settlement No. 7 Patwari Halka No. 34 R.I. Circle Village Imaliya Bohata Chindwara - I Tehsil & District Chindwara Madhya Pradesh 480 001

#### **Dewas**

6. Survey No. 294/2 & 295 Patwari Halka No. 26 Village Lohar Pipliya Tehsil & District Dewas Madhya Pradesh 455 001

## Dhar

Survey No. 438
 Patwari Halka No. 13
 Village Jaitpura
 Tehsil & District Dhar
 Madhya Pradesh 454 001

#### Gonda

 Arazi No. 420 (Part), 421-424, 427-428, 431, 433-434, 442-446, 447 (Part), 448 (Part), 450-456, 456 (kha) & 457 (Part) Village Haripur Tehsil & District Gonda Uttar Pradesh 271 001

## Hardoi

Arazi No. 658 & 659
 Village Korriyan
 Pargana Gopamau
 Tehsil & District Hardoi
 Uttar Pradesh 241 001

## Hathras

Khasra No. 21
 Village Srinagar
 Tehsil Sasni
 District Hathras
 Uttar Pradesh 204 216

## Itarsi

 Survey No. 309/1, 310/2 & 310/3 Patwari Halka No. 11 Village Raisalpur Tehsil Itarsi District Hoshangabad Madhya Pradesh 461 111

## **Jagdishpur**

12. Khasra No. 2377-2380 Village Kathura Pargana Jagdishpur Tehsil Musafirkhana District Amethi Uttar Pradesh 227 817

## Mandsaur

13. Survey No. 30-33
Patwari Halka No. 14
Village Azizkhedi
Tehsil & District Mandsaur
Madhya Pradesh 458 001

#### Mhow

14. Survey No. 188/2, 189/1, 189/2, 189/4, 190/1, 191 & 192/2
Patwari Halka No. 20
Village Gawli Palasia
Vikaskhand Mhow
Tehsil Mhow, District Indore
Madhya Pradesh 453 441

#### Nagda

15. Khasra No. 1393 (Part)-1394 (Part),
1396/1 & 1397/1
Patwari Halka No. 18
Village Padliya Kala
Tehsil Nagda, District Ujjain
Madhya Pradesh 456 335

## Parbhani

16. Gat No. 803 Village Asola Tehsil & District Parbhani Maharashtra 431 401

#### **Pilibhit**

Khasra No. 261
 Village Sandiya Mustakil
 Tehsil, Pargana & District Pilibhit
 Uttar Pradesh 262 001

#### Ratlam

 Survey No.107/1-107/3
 R.I. Circle No. 5, Moondri Patwari Halka No. 31
 Village Kharakhedi Tehsil & District Ratlam Madhya Pradesh 457 001

## Sehore

Khasra No. 208-209
 Patwari Halka No. 36
 Village Rafiqganj
 Tehsil & District Sehore
 Madhya Pradesh 466 001

## Ujjain

Survey No. 433/3, 456 & 458
 R.I. Circle No. 2
 Patwari Halka No. 19
 Village Kamed
 Tehsil Ghattia
 District Ujjain
 Madhya Pradesh 456 001

## Vidisha

21. New Revenue Survey No. 18 & 18/2
Patwari Halka No. 35 & 45
Village Bais
Tehsil & District Vidisha
Madhya Pradesh 464 001

## Wardha

 Survey No. 151/1 & 151/4
 Mouza No. 17, Mouza Inzapur Tehsil & District Wardha Maharashtra 442 001

## Washim

23. Survey No. 104
Patwari Halka No. 10
Mouza Zakalwadi
Taluka & District Washim
Maharashtra 444 505

## Yavatmal

24. Bhumapan Kramank 15
Bhumapan Kramank Upvibhag 2A
Village Parwa
Taluka & District Yavatmal
Maharashtra 445 001



## Shareholder Referencer

## **Unclaimed Dividend**

Unclaimed dividend for the years prior to and including the financial year 2006-07 has been transferred to the General Revenue Account of the Central Government / the Investor Education and Protection Fund established by the Central Government (IEPF), as applicable.

Shareholders who have not encashed their dividend warrants relating to financial year(s) up to and including 1993-94 may claim such dividend (transferred to the General Revenue Account) from the Registrar of Companies, West Bengal, Government of India, Nizam Palace, 2nd MSO Building, 234/4 A.J.C. Bose Road, Kolkata 700 020, by applying in the prescribed Form. This Form can be downloaded from the Company's corporate website **www.itcportal.com** under the section 'Investor Relations' or can be furnished by the Investor Service Centre of the Company (ISC) on request.

The dividend for the undernoted years, if remaining unclaimed for 7 years, will be transferred by the Company to IEPF in accordance with the schedule given below. Communication has been sent by the Company to the concerned Shareholders advising them to write to ISC with respect to their unclaimed dividend. Details of such unclaimed dividend are available on the Company's corporate website under the section 'Investor Relations'. Attention is drawn that the unclaimed dividend for the financial year 2007-08 is due for transfer to IEPF on 4th September, 2015.

Financial Year	Dividend Identification No.	Date of Declaration of Dividend	Total Dividend (₹)	Unclaimed Dividend as on 31/03/2015		Due for transfer to IEPF on
				(₹)	%	
2007-08	78th	30th July, 2008	13,19,01,73,540.00	6,66,51,760.00	0.51	4th September, 2015*
2008-09	79th	24th July, 2009	13,96,53,10,312.00	7,29,09,827.00	0.52	29th August, 2016
2009-10	80th	23rd July, 2010	38,18,17,67,900.00	19,39,25,810.00	0.51	29th August, 2017
2010-11	81st	29th July, 2011	34,43,47,81,921.00	18,78,99,205.00	0.55	4th September, 2018
2011-12	82nd	27th July, 2012	35,18,29,33,284.00	19,21,48,821.00	0.55	2nd September, 2019
2012-13	83rd	26th July, 2013	41,48,46,73,429.00	23,12,64,529.00	0.56	1st September, 2020
2013-14	84th	30th July, 2014	47,71,90,97,700.00	28,36,84,644.00	0.59	5th September, 2021

<sup>\*</sup> It will not be possible to entertain claims received by ISC after 3rd September, 2015.

## **Unclaimed Shares**

The status of unclaimed shares of the Company transferred to a demat account, 'ITC Limited - Unclaimed Suspense Account', in accordance with Clause 5A(II) of the Listing Agreement with Stock Exchanges, is given below:

	No. of Shareholders	No. of Shares
Aggregate number of Shareholders and outstanding shares held in the Unclaimed Suspense Account as on 1st April, 2014	4,122	89,01,151
Number of Shareholders / legal heirs who approached the Company for transfer of shares from the Unclaimed Suspense Account	69	2,29,320
Number of Shareholders / legal heirs to whom the shares were transferred from the Unclaimed Suspense Account upon receipt and verification of necessary documents	49	2,02,455
Aggregate number of Shareholders and outstanding shares held in the Unclaimed Suspense Account as on 31st March, 2015	4,073	86,98,696

Note: 123 requests, covering 2,33,750 shares, were pending for want of necessary documents from the Shareholders / legal heirs.

Voting rights in respect of the aforesaid 86,98,696 shares held in the Unclaimed Suspense Account will remain frozen till the time such shares are transferred from the Unclaimed Suspense Account to the concerned Shareholders / legal heirs.

## Service of documents through Electronic Mode

The Notice, alongwith the Report and Accounts, has been sent in electronic mode to those Shareholders who have registered their e-mail addresses with the Company or with the Depositories and in physical mode to the remaining Shareholders. Shareholders who wish to update or register their e-mail addresses with the Company or with the Depositories may use the Form for updation / registration which is being sent and can also be downloaded from the Company's corporate website under the section 'Investor Relations'.



## Shareholder Referencer

## Remittance of Dividend through Electronic Mode

The Company provides the facility for remittance of dividend to Shareholders through NECS (National Electronic Clearing Service) / RTGS (Real Time Gross Settlement) / NEFT (National Electronic Funds Transfer).

Shareholders who have not yet availed the NECS / RTGS / NEFT facility and wish to avail the same may have their bank details, including MICR (Magnetic Ink Character Recognition) and IFSC (Indian Financial System Code) numbers updated with their respective Depository Participants (DPs) or ISC where shares are held in the dematerialised form and in the physical form, respectively.

## **Bank Details**

Shareholders holding shares in the physical form are requested to advise ISC of change in their address / mandate / bank details to facilitate better servicing.

Shareholders are advised that bank details as furnished by the Depositories or by them to the Company, for shares held in the dematerialised form and in the physical form respectively, will be printed on the dividend warrants as a measure of protection against fraudulent encashment.

## **Permanent Account Number (PAN)**

Attention is drawn that Shareholders holding shares in the physical form are mandatorily required to furnish copy of PAN Card in the following cases:

- i) Transferees' PAN Cards for transfer of shares.
- ii) Legal heirs' PAN Cards for transmission of shares,
- iii) Surviving joint holders' PAN Cards for deletion of name of deceased Shareholder, and
- iv) Joint holders' PAN Cards for transposition of shares.

## **Nomination Facility**

Shareholders who hold shares in the physical form and wish to make any nomination / change nomination made earlier in respect of their shareholding in the Company, should submit to ISC the prescribed Form; such Form can be downloaded from the Company's corporate website under the section 'Investor Relations' or can be furnished by ISC on request.

## **Depository Services**

Shareholders may write to the respective Depository or to ISC for guidance on depository services.

## **Address for Correspondence with Depositories**

National Securities Depository Limited Trade World, 'A' Wing, 4th & 5th Floors

Kamala Mills Compound

Senapati Bapat Marg, Lower Parel

Mumbai 400 013

Telephone no. : 022-2499 4200 Facsimile no. : 022-2497 6351

e-mail : info@nsdl.co.in website : www.nsdl.co.in Central Depository Services (India) Limited Phiroze Jeejeebhoy Towers, 17th Floor

**Dalal Street** 

Fort

Mumbai 400 001

Telephone no. : 022-2272 3333 Facsimile no. : 022-2272 3199

e-mail : helpdesk@cdslindia.com website : www.cdslindia.com

## Address for Correspondence with ISC

Investor Service Centre

ITC Limited

37 Jawaharlal Nehru Road

Kolkata 700 071

India

Telephone nos.: 033-2288 6426 / 0034

Facsimile no. : 033-2288 2358 e-mail : isc@itc.in

website : www.itcportal.com

Shareholders holding shares in the dematerialised form should address their correspondence to their respective DPs, other than for dividend and Report and Accounts, which should be addressed to ISC.

In all correspondence with ISC, account numbers / DP ID & Client ID numbers should be furnished to facilitate prompt response. Shareholders are requested to also provide their e-mail addresses and contact numbers.