

ITC LIMITED
INVESTOR SERVICE CENTRE
37, J. L. NEHRU ROAD
KOLKATA - 700 071

DATE : _____

Dear Sir,

SUB : CHANGE OF STATUS FROM
RESIDENT TO NON-RESIDENT
ACCOUNT NO :

1. I am a shareholder of ITC Ltd. holding _____ Ordinary shares of ₹ 1/- each fully paid up under the above mentioned Account.
2. I have become Non-Resident and am residing at the following address :
3. I hereby agree and undertake that I shall not seek repatriation of the capital invested, income, dividend or sale proceeds of the shares, and that the dividend earned on such shares or sale proceeds thereof shall be credited to my Non-Resident (Ordinary) Account with the Bank in India as detailed below :

NAME AND ADDRESS OF THE
BANK WITH NR(O) ACCOUNT NO.

4. I further agree that this undertaking shall be binding on my heirs, executors, successors and assigns.
5. Please forward my dividend, as and when due, to my bankers stated above.

ADDRESS IN INDIA

(will be recorded by the Company as your registered address, if filled up)

Yours faithfully,

(SIGNATURE _____)

(NAME _____)

(Please attach (i) the original share certificates in respect of Ordinary Shares of the face value of ₹ 1/- each; (ii) self-attested copies of any two of Passport / PAN Card / Aadhaar Card / Voter Identity Card / Driving License / Electricity Bill / Telephone Bill in support of your identity and address provided above; and (iii) a blank cancelled cheque leaf pertaining to your above mentioned NRO bank account)