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Registered Office  
Virginia House  
37 J. L. Nehru Road, Kolkata 700 071 India  
Telephone: 91 33 2889373/9374/9400/1414  
Fax: 91 33 2882259/2260/1256

22<sup>nd</sup> March, 2002

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

The Executive Director  
The Delhi Stock Exchange  
Association Ltd.  
DSE House  
3/1, Asaf Ali Road  
New Delhi 110 002

Manager Listing  
Bangalore Stock  
Exchange Ltd.  
Stock Exchange Towers  
51, 1<sup>st</sup> Cross, J. C. Road  
Bangalore 560 027

The Executive Director  
Madras Stock Exchange Ltd.  
Exchange Building  
11, Second Line Beach  
Chennai 600 001

The Dy. General Manager  
Corporate Relationship Dept.  
The Stock Exchange, Mumbai  
1<sup>st</sup> floor, New Trading Ring,  
Rotunda Building, P. J. Towers  
Dalal Street, Fort  
Mumbai 400 001

The Secretary  
The Hyderabad Stock  
Exchange Ltd.  
3-6-275, Himayatnagar  
Hyderabad 500 029

The Executive Director  
The Stock Exchange, Ahmedabad  
Kamdhenu Complex  
Panjarapole  
Ahmedabad 380 015

The Secretary  
Cochin Stock Exchange Ltd.  
MES Buildings, Dr.P.K.Abdul Gafoor  
Memorial Cultural Complex  
36/1565, 4<sup>th</sup> floor, Judges Avenue  
Kaloor  
Cochin 682 017

The Secretary  
Pune Stock Exchange Ltd.  
'Shivleela Chambers'  
752, Sadashiv Peth  
R. B. Kumthekar Marg  
Pune 411 030

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APR 10 2002

THOMSON  
FINANCIAL

The Secretary  
The Uttar Pradesh Stock  
Exchange Association Ltd.  
Padam Towers  
14/113, Civil Lines  
Kanpur 208 001

The Secretary  
The National Stock Exchange of India Ltd.  
Exchange Plaza, 5<sup>th</sup> floor  
Plot No. C/1, G Block  
Bandra-Kurla Complex, Bandra (East)  
Mumbai 400 051

SUPPL

Dear Sir,

**Amalgamation of ITC Bhadrachalam Paperboards Limited with ITC Limited**

Further to our letter dated 13th March, 2002, we enclose the following, in relation to the exchange of Equity Shares of ITC Bhadrachalam Paperboards Limited with Ordinary Shares of ITC Limited:

- i) three copies of the newspaper clipping of the Notice published, inter alia, in Kolkata edition of 'The Telegraph' on 22<sup>nd</sup> March, 2002, and
- ii) three copies of the Circular dated 21<sup>st</sup> March, 2002, which is being sent to the Members of ITC Bhadrachalam Paperboards Limited.

Yours faithfully,  
ITC Limited  
  
(R. K. Singhi)  
Deputy Secretary

Enclosed : as above



cc: Securities Exchange Commission  
Division of Corporate Finance  
Office of International Corporate Finance  
Mail Stop 3-9  
450 Fifth Street  
Washington DC 20549  
U.S.A.

cc: Societe de la Bourse de Luxembourg  
11 Avenue de la Porte - Neuve  
L-2227 Luxembourg.



**ITC LIMITED**

**NOTICE OF RECORD DATE  
FOR  
EXCHANGE OF SHARES OF ITC BHADRACHALAM PAPERBOARDS LIMITED  
WITH SHARES OF ITC LIMITED  
IN TERMS OF THE  
SCHEME OF AMALGAMATION  
OF ITC BHADRACHALAM PAPERBOARDS LIMITED  
WITH ITC LIMITED**

**NOTICE is hereby given** that consequent upon the Scheme of Amalgamation of ITC Bhadrachalam Paperboards Limited (ITC Bhadrachalam) with ITC Limited becoming effective from 13th March, 2002, **the Record Date has been fixed as Wednesday, 17th April, 2002** for determining the members of ITC Bhadrachalam who would be entitled, in terms of the said Scheme, to 1 (One) fully paid-up Ordinary Share of Rs. 10/- each of ITC Limited for every 16 (Sixteen) fully paid-up Equity Shares of Rs. 10/- each held in ITC Bhadrachalam.

Requests for registration of transfer of shares, etc. of ITC Bhadrachalam should be addressed to **ITC Limited, Unit : ITC Bhadrachalam (Attn: Mr. N. Ramakrishnan) and sent to 'Vani Nilayam', 50 Sebastian Road, Secunderabad 500 003, so as to reach before close of business on 17th April, 2002.** No transfer of shares of ITC Bhadrachalam will be accepted **after close of business on 17th April, 2002.**

All correspondence / queries in relation to exchange of shares of ITC Bhadrachalam with Ordinary Shares of ITC Limited, are to be addressed to the **Investor Service Centre (Attn : Mr. A. Bose), ITC Limited, 37 Jawaharlal Nehru Road, Kolkata 700 071.** The contact telephone nos., facsimile no. and e-mail address are given below:

Telephone nos. : 0091-033-288 6426

0091-033-288 0034

Facsimile no. : 0091-033-288 2358

e-mail : itcisc@vsnl.net

**A detailed communication on the subject is being mailed separately to the members of ITC Bhadrachalam.**

Registered Office :  
Virginia House  
37, Jawaharlal Nehru Road  
Kolkata 700 071  
Dated : 21st March, 2002

B.B. Chatterjee  
Executive Vice President &  
Company Secretary





ITC Limited

**ITC LIMITED**

**NOTICE OF RECORD DATE  
FOR  
EXCHANGE OF SHARES OF ITC BHADRACHALAM PAPERBOARDS LIMITED  
WITH SHARES OF ITC LIMITED  
IN TERMS OF THE  
SCHEME OF AMALGAMATION  
OF ITC BHADRACHALAM PAPERBOARDS LIMITED  
WITH ITC LIMITED**

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ITC Limited

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Registered Office :  
Virginia House  
37, Jawaharlal Nehru Road  
Kolkata 700 071  
Dated : 21st March, 2002

B.B. Chatterjee  
Executive Vice President &  
Company Secretary





**To the Members of ITC Bhadrachalam Paperboards Limited**

**EXCHANGE OF SHARES OF ITC BHADRACHALAM PAPERBOARDS LIMITED  
WITH SHARES OF ITC LIMITED  
IN TERMS OF THE  
SCHEME OF AMALGAMATION  
OF ITC BHADRACHALAM PAPERBOARDS LIMITED  
WITH ITC LIMITED**

We are pleased to inform you that the Scheme of Amalgamation of ITC Bhadrachalam Paperboards Limited (ITC Bhadrachalam) with ITC Limited (ITC) has become effective from 13<sup>th</sup> March, 2002.

**Record Date**

Pursuant to the said Scheme, those members of ITC Bhadrachalam whose names appear in its Register of Members as on the Record Date would be entitled to 1 (One) fully paid-up Ordinary Share of Rs.10/- each of ITC (hereinafter referred to as the 'New Ordinary Share') for every 16 (Sixteen) fully paid-up Equity Shares of Rs.10/- each held in ITC Bhadrachalam. Accordingly, **Wednesday, 17<sup>th</sup> April, 2002** has been fixed as the **Record Date** for determining the members of ITC Bhadrachalam who would be entitled to the New Ordinary Shares.

**Exchange of Shares**

**a) For shares of ITC Bhadrachalam held in certificate form**

You may avail either of the two options given below in respect of your entitlement to the New Ordinary Shares of ITC :

- (i) In the event you wish that the New Ordinary Shares be issued in dematerialised form, please complete and return the attached Form of Request alongwith the share certificate(s) of ITC Bhadrachalam, to the **Investor Service Centre**, at the address appearing at the end of this communication, **so as to reach before close of business on 16<sup>th</sup> April, 2002**. In case the Form of Request alongwith the share certificate(s) is not received by close of business on 16<sup>th</sup> April, 2002, the New Ordinary Shares shall be issued in certificate form.
- (ii) In the event you wish that the New Ordinary Shares be issued in certificate form, please surrender the share certificate(s) of ITC Bhadrachalam, as early as possible; to the **Investor Service Centre**.

Upon issue and allotment of the New Ordinary Shares, as aforesaid, the share certificate(s) of ITC Bhadrachalam in relation to the said shares shall stand cancelled.

**b) For shares of ITC Bhadrachalam held in dematerialised form**

In respect of shares of ITC Bhadrachalam held in dematerialised form as on 17<sup>th</sup> April, 2002, the New Ordinary Shares shall be issued in lieu thereof, also in dematerialised form, as per details to be furnished by the National Securities Depository Limited (NSDL) and/or the Central Depository Services (India) Limited (CDSL). No action will be required from you in this regard.



## Fractional Entitlements

Fractional entitlements shall be consolidated and New Ordinary Shares, in lieu thereof, shall be allotted to the Nominees of ITC to sell such shares and distribute the sale proceeds (less expenses) to those members of ITC Bhadrachalam who are entitled to such fractions, in proportion to which they are so entitled.

## Transfers, etc. and Mandates / Instructions

- Requests for registration of share transfers, change of address, bank particulars, bank mandates etc., are to be **addressed to ITC Limited, Unit :ITC Bhadrachalam (Attn: Mr. N. Ramakrishnan) and sent to 'Vani Nilayam', 50 Sebastian Road, Secunderabad 500 003, before close of business on 17<sup>th</sup> April, 2002. Requests for transfer of shares will not be accepted after close of business on 17<sup>th</sup> April, 2002.** Similarly, requests for change of address, bank particulars etc. with respect to shares held in dematerialised form should be sent to your Depository Participant (DP) to ensure that the changes are effected prior to the Record Date.
- For receiving payment through Electronic Clearing Service (ECS) in respect of your fractional entitlements, if any, please furnish, **before close of business on 16<sup>th</sup> April, 2002**, details of your banker [viz. bank and branch name, bank account no., ledger folio no. of the bank account, account type (Savings / Current / Cash Credit Account) with Code (10 / 11 / 13) & the 9 Digit Code number of your bank as appearing on your cheque book] to Mr. N. Ramakrishnan, at the address stated above, where shares are held in certificate form, **or** to your DP, where shares are held in dematerialised form.

The ECS facility is currently being provided by ITC to shareholders residing at Ahmedabad, Bangalore, Bhubaneshwar, Chandigarh, Chennai, Cochin, Coimbatore, Guwahati, Hyderabad, Jaipur, Kanpur, Kolkata, Mumbai, Nagpur, New Delhi, Patna and Thiruvananthapuram.

- Your mandates and instructions in force as on 17<sup>th</sup> April, 2002, in respect of the shares of ITC Bhadrachalam, shall continue to be valid in respect of the New Ordinary Shares, unless otherwise advised in writing to ITC.

## Address for correspondence

All correspondence / queries in relation to exchange of shares of ITC Bhadrachalam with the New Ordinary Shares of ITC, are to be addressed to the **Investor Service Centre (Attn : Mr. A. Bose), ITC Limited, 37 Jawaharlal Nehru Road, Kolkata 700 071**. The contact telephone nos., facsimile no. and e-mail address are given below:

Telephone nos. : 0091-033-288 6426

0091-033-288 0034

Facsimile no. : 0091-033-288 2358

e-mail : itcisc@vsnl.net

We take this opportunity to extend a warm welcome to you to the family of ITC Shareholders.

Registered Office :  
Virginia House  
37 Jawaharlal Nehru Road  
Kolkata 700 071

ITC Limited  
B. B. Chatterjee  
Executive Vice President &  
Company Secretary

Dated : 21<sup>st</sup> March, 2002

Visit us at [www.itcportal.com](http://www.itcportal.com)



**FORM OF REQUEST**

*(To be submitted before close of business on 16th April, 2002)*

Investor Service Centre  
ITC Limited  
37 Jawaharlal Nehru Road  
Kolkata 700 071

Attn : Mr. A. Bose

Dear Sir,

**Sub : Direct electronic credit of my / our entitlement(s) to the New Ordinary Shares of ITC Limited into my / our Beneficiary Account pursuant to the Scheme of Amalgamation of ITC Bhadrachalam Paperboards Limited with ITC Limited**

I/We refer to your Circular dated 21<sup>st</sup> March, 2002. I/We am/are interested in getting direct electronic credit in respect of my/our entitlement(s) to the New Ordinary Shares of ITC Limited (ITC) against our shareholding in ITC Bhadrachalam Paperboards Limited (ITC Bhadrachalam), instead of receiving the said Shares in certificate form.

As required, I/we hereby submit my/our shares of ITC Bhadrachalam as per details given overleaf. The details of my Beneficiary Account are as follows :

NSDL DPID \_\_\_\_\_ Client ID \_\_\_\_\_

CDSL Client ID \_\_\_\_\_

I/We understand that, if the New Ordinary Shares of ITC cannot be credited to my/our Beneficiary Account for any reason whatsoever, I/we will be issued the said Shares in certificate form.

Yours faithfully,

\_\_\_\_\_  
(First / Sole holder)

\_\_\_\_\_  
(Second holder)

\_\_\_\_\_  
(Third holder)

**NOTE :**

1. This Form should reach the Investor Service Centre, ITC Limited, 37 Jawaharlal Nehru Road, Kolkata 700 071 before close of business on 16<sup>th</sup> April, 2002, failing which the New Ordinary Shares of ITC will be issued in certificate form.
2. This Form can be sent only by shareholder(s) who have a Beneficiary Account.
3. The signature(s) of the shareholder(s) on this Form should match with their specimen signature(s) recorded with ITC Bhadrachalam.
4. In case of joint holding, this Form must be signed by all the shareholders.

**ITC LIMITED  
ACKNOWLEDGEMENT SLIP**

*(To be filled in by the shareholder(s) before lodgement)*

**ITC BHADRACHALAM FOLIO NO.** \_\_\_\_\_

Received from \_\_\_\_\_, ..... share certificate(s) for ..... shares of Rs. 10/- each of ITC Bhadrachalam Paperboards Limited alongwith Form of Request for direct electronic credit of the New Ordinary Shares of ITC Limited into the Beneficiary Account.

Date :

For Investor Service Centre





**To the Members of ITC Bhadrachalam Paperboards Limited**

EXCHANGE OF SHARES OF ITC BHADRACHALAM PAPERBOARDS LIMITED  
WITH SHARES OF ITC LIMITED  
IN TERMS OF THE  
SCHEME OF AMALGAMATION  
OF ITC BHADRACHALAM PAPERBOARDS LIMITED  
WITH ITC LIMITED

We are pleased to inform you that the Scheme of Amalgamation of ITC Bhadrachalam Paperboards Limited (ITC Bhadrachalam) with ITC Limited (ITC) has become effective from 13<sup>th</sup> March, 2002.

**Record Date**

Pursuant to the said Scheme, those members of ITC Bhadrachalam whose names appear in its Register of Members as on the Record Date would be entitled to 1 (One) fully paid-up Ordinary Share of Rs.10/- each of ITC (hereinafter referred to as the 'New Ordinary Share') for every 16 (Sixteen) fully paid-up Equity Shares of Rs.10/- each held in ITC Bhadrachalam. Accordingly, **Wednesday, 17<sup>th</sup> April, 2002** has been fixed as the **Record Date** for determining the members of ITC Bhadrachalam who would be entitled to the New Ordinary Shares.

**Exchange of Shares**

**a) For shares of ITC Bhadrachalam held in certificate form**

You may avail either of the two options given below in respect of your entitlement to the New Ordinary Shares of ITC :

- (i) In the event you wish that the New Ordinary Shares be issued in dematerialised form, please complete and return the attached Form of Request alongwith the share certificate(s) of ITC Bhadrachalam, to the **Investor Service Centre**, at the address appearing at the end of this communication, **so as to reach before close of business on 16<sup>th</sup> April, 2002**. In case the Form of Request alongwith the share certificate(s) is not received by close of business on 16<sup>th</sup> April, 2002, the New Ordinary Shares shall be issued in certificate form.
- (ii) In the event you wish that the New Ordinary Shares be issued in certificate form, please surrender the share certificate(s) of ITC Bhadrachalam, as early as possible, to the **Investor Service Centre**.

Upon issue and allotment of the New Ordinary Shares, as aforesaid, the share certificate(s) of ITC Bhadrachalam in relation to the said shares shall stand cancelled.

**b) For shares of ITC Bhadrachalam held in dematerialised form**

In respect of shares of ITC Bhadrachalam held in dematerialised form as on 17<sup>th</sup> April, 2002, the New Ordinary Shares shall be issued in lieu thereof, also in dematerialised form, as per details to be furnished by the National Securities Depository Limited (NSDL) and/or the Central Depository Services (India) Limited (CDSL). No action will be required from you in this regard.



## Fractional Entitlements

Fractional entitlements shall be consolidated and New Ordinary Shares, in lieu thereof, shall be allotted to the Nominees of ITC to sell such shares and distribute the sale proceeds (less expenses) to those members of ITC Bhadrachalam who are entitled to such fractions, in proportion to which they are so entitled.

## Transfers, etc. and Mandates / Instructions

- Requests for registration of share transfers, change of address, bank particulars, bank mandates etc., are to be **addressed to ITC Limited, Unit :ITC Bhadrachalam (Attn: Mr. N. Ramakrishnan) and sent to 'Vani Nilayam', 50 Sebastian Road, Secunderabad 500 003, before close of business on 17<sup>th</sup> April, 2002. Requests for transfer of shares will not be accepted after close of business on 17<sup>th</sup> April, 2002.** Similarly, requests for change of address, bank particulars etc. with respect to shares held in dematerialised form should be sent to your Depository Participant (DP) to ensure that the changes are effected prior to the Record Date.
- For receiving payment through Electronic Clearing Service (ECS) in respect of your fractional entitlements, if any, please furnish, **before close of business on 16<sup>th</sup> April, 2002**, details of your banker [viz. bank and branch name, bank account no., ledger folio no. of the bank account, account type (Savings / Current / Cash Credit Account) with Code (10 / 11 / 13) & the 9 Digit Code number of your bank as appearing on your cheque book] to Mr. N. Ramakrishnan, at the address stated above, where shares are held in certificate form, or to your DP, where shares are held in dematerialised form.

The ECS facility is currently being provided by ITC to shareholders residing at Ahmedabad, Bangalore, Bhubaneshwar, Chandigarh, Chennai, Cochin, Coimbatore, Guwahati, Hyderabad, Jaipur, Kanpur, Kolkata, Mumbai, Nagpur, New Delhi, Patna and Thiruvananthapuram.

- Your mandates and instructions in force as on 17<sup>th</sup> April, 2002, in respect of the shares of ITC Bhadrachalam, shall continue to be valid in respect of the New Ordinary Shares, unless otherwise advised in writing to ITC.

## Address for correspondence

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ITC Limited  
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Executive Vice President &  
Company Secretary

Dated : 21<sup>st</sup> March, 2002

Visit us at [www.itcportal.com](http://www.itcportal.com)



**FORM OF REQUEST**

*(To be submitted before close of business on 16th April, 2002)*

Investor Service Centre  
ITC Limited  
37 Jawaharlal Nehru Road  
Kolkata 700 071

Attn : Mr. A. Bose

Dear Sir,

**Sub : Direct electronic credit of my / our entitlement(s) to the New Ordinary Shares of ITC Limited into my / our Beneficiary Account pursuant to the Scheme of Amalgamation of ITC Bhadrachalam Paperboards Limited with ITC Limited**

I/We refer to your Circular dated 21<sup>st</sup> March, 2002. I/We am/are interested in getting direct electronic credit in respect of my/our entitlement(s) to the New Ordinary Shares of ITC Limited (ITC) against our shareholding in ITC Bhadrachalam Paperboards Limited (ITC Bhadrachalam), instead of receiving the said Shares in certificate form.

As required, I/we hereby submit my/our shares of ITC Bhadrachalam as per details given overleaf. The details of my Beneficiary Account are as follows :

NSDL                      DPID \_\_\_\_\_ Client ID \_\_\_\_\_  
CDSL                      Client ID \_\_\_\_\_

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Yours faithfully,

\_\_\_\_\_  
(First / Sole holder)

\_\_\_\_\_  
(Second holder)

\_\_\_\_\_  
(Third holder)

**NOTE :**

1. This Form should reach the Investor Service Centre, ITC Limited, 37 Jawaharlal Nehru Road, Kolkata 700 071 **before close of business on 16<sup>th</sup> April, 2002**, failing which the New Ordinary Shares of ITC will be issued in certificate form.
2. This Form can be sent only by shareholder(s) who have a Beneficiary Account.
3. The signature(s) of the shareholder(s) on this Form should match with their specimen signature(s) recorded with ITC Bhadrachalam.
4. In case of joint holding, this Form must be signed by all the shareholders.

**ITC LIMITED  
ACKNOWLEDGEMENT SLIP**

*(To be filled in by the shareholder(s) before lodgement)*

**ITC BHADRACHALAM FOLIO NO.** \_\_\_\_\_

Received from \_\_\_\_\_, ..... share certificate(s) for ..... shares of Rs. 10/- each of ITC Bhadrachalam Paperboards Limited alongwith Form of Request for direct electronic credit of the New Ordinary Shares of ITC Limited into the Beneficiary Account.

Date :

**For Investor Service Centre**





**To the Members of ITC Bhadrachalam Paperboards Limited**

**EXCHANGE OF SHARES OF ITC BHADRACHALAM PAPERBOARDS LIMITED  
WITH SHARES OF ITC LIMITED  
IN TERMS OF THE  
SCHEME OF AMALGAMATION  
OF ITC BHADRACHALAM PAPERBOARDS LIMITED  
WITH ITC LIMITED**

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**Exchange of Shares**

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Fractional entitlements shall be consolidated and New Ordinary Shares, in lieu thereof, shall be allotted to the Nominèes of ITC to sell such shares and distribute the sale proceeds (less expenses) to those members of ITC Bhadrachalam who are entitled to such fractions, in proportion to which they are so entitled.

## Transfers, etc. and Mandates / Instructions

- Requests for registration of share transfers, change of address, bank particulars, bank mandates etc., are to be **addressed to ITC Limited, Unit :ITC Bhadrachalam (Attn: Mr. N. Ramakrishnan) and sent to 'Vani Nilayam', 50 Sebastian Road, Secunderabad 500 003, before close of business on 17<sup>th</sup> April, 2002. Requests for transfer of shares will not be accepted after close of business on 17<sup>th</sup> April, 2002.** Similarly, requests for change of address, bank particulars etc. with respect to shares held in dematerialised form should be sent to your Depository Participant (DP) to ensure that the changes are effected prior to the Record Date.
- For receiving payment through Electronic Clearing Service (ECS) in respect of your fractional entitlements, if any, please furnish, **before close of business on 16<sup>th</sup> April, 2002**, details of your banker [viz. bank and branch name, bank account no., ledger folio no. of the bank account, account type (Savings / Current / Cash Credit Account) with Code (10 / 11 / 13) & the 9 Digit Code number of your bank as appearing on your cheque book] to Mr. N. Ramakrishnan, at the address stated above, where shares are held in certificate form, **or** to your DP, where shares are held in dematerialised form.

The ECS facility is currently being provided by ITC to shareholders residing at Ahmedabad, Bangalore, Bhubaneshwar, Chandigarh, Chennai, Cochin, Coimbatore, Guwahati, Hyderabad, Jaipur, Kanpur, Kolkata, Mumbai, Nagpur, New Delhi, Patna and Thiruvananthapuram.

- Your mandates and instructions in force as on 17<sup>th</sup> April, 2002, in respect of the shares of ITC Bhadrachalam, shall continue to be valid in respect of the New Ordinary Shares, unless otherwise advised in writing to ITC.

## Address for correspondence

All correspondence / queries in relation to exchange of shares of ITC Bhadrachalam with the New Ordinary Shares of ITC, are to be addressed to the **Investor Service Centre (Attn : Mr. A. Bose), ITC Limited, 37 Jawaharlal Nehru Road, Kolkata 700 071.** The contact telephone nos., facsimile no. and e-mail address are given below:

Telephone nos. : 0091-033-288 6426  
0091-033-288 0034  
Facsimile no. : 0091-033-288 2358  
e-mail : itcisc@vsnl.net

We take this opportunity to extend a warm welcome to you to the family of ITC Shareholders.

Registered Office :  
Virginia House  
37 Jawaharlal Nehru Road  
Kolkata 700 071

ITC Limited  
B. B. Chatterjee  
Executive Vice President &  
Company Secretary

Dated : 21<sup>st</sup> March, 2002

Visit us at [www.itcportal.com](http://www.itcportal.com)



**FORM OF REQUEST**

*(To be submitted before close of business on 16th April, 2002)*

Investor Service Centre  
ITC Limited  
37 Jawaharlal Nehru Road  
Kolkata 700 071

Attn : Mr. A. Bose

Dear Sir,

**Sub : Direct electronic credit of my / our entitlement(s) to the New Ordinary Shares of ITC Limited into my / our Beneficiary Account pursuant to the Scheme of Amalgamation of ITC Bhadrachalam Paperboards Limited with ITC Limited**

I/We refer to your Circular dated 21<sup>st</sup> March, 2002. I/We am/are interested in getting direct electronic credit in respect of my/our entitlement(s) to the New Ordinary Shares of ITC Limited (ITC) against our shareholding in ITC Bhadrachalam Paperboards Limited (ITC Bhadrachalam), instead of receiving the said Shares in certificate form.

As required, I/we hereby submit my/our shares of ITC Bhadrachalam as per details given overleaf. The details of my Beneficiary Account are as follows :

NSDL                      DPID \_\_\_\_\_ Client ID \_\_\_\_\_  
CDSL                      Client ID \_\_\_\_\_

I/We understand that, if the New Ordinary Shares of ITC cannot be credited to my/our Beneficiary Account for any reason whatsoever, I/we will be issued the said Shares in certificate form.

Yours faithfully,

\_\_\_\_\_  
(First / Sole holder)

\_\_\_\_\_  
(Second holder)

\_\_\_\_\_  
(Third holder)

**NOTE :**

1. This Form should reach the Investor Service Centre, ITC Limited, 37 Jawaharlal Nehru Road, Kolkata 700 071 **before close of business on 16<sup>th</sup> April, 2002**, failing which the New Ordinary Shares of ITC will be issued in certificate form.
2. This Form can be sent only by shareholder(s) who have a Beneficiary Account.
3. The signature(s) of the shareholder(s) on this Form should match with their specimen signature(s) recorded with ITC Bhadrachalam.
4. In case of joint holding, this Form must be signed by all the shareholders.

**ITC LIMITED  
ACKNOWLEDGEMENT SLIP**  
*(To be filled in by the shareholder(s) before lodgement)*

**ITC BHADRACHALAM FOLIO NO.** \_\_\_\_\_

Received from \_\_\_\_\_, ..... share certificate(s) for ..... shares of Rs. 10/- each of ITC Bhadrachalam Paperboards Limited alongwith Form of Request for direct electronic credit of the New Ordinary Shares of ITC Limited into the Beneficiary Account.

Date :

**For Investor Service Centre**

