



**Enduring Value**

**ITC Limited**

CIN : L16005WB1910PLC001985

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

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## **NOTICE OF BOOK CLOSURE**

The Board of Directors of the Company at the meeting held on 26th June, 2020, recommended payment of dividend of ₹ 10.15 per Ordinary Share of ₹ 1/- each for the financial year ended 31st March, 2020, subject to declaration of the same by the Members at the 109th Annual General Meeting of the Company convened for Friday, 4th September, 2020.

NOTICE IS HEREBY GIVEN pursuant to Section 91 of the Companies Act, 2013 ('the Act') that the Register of Members of the Company will remain closed from Wednesday, 8th July, 2020 to Thursday, 9th July, 2020, for the purpose of payment of dividend.

Dividend, if declared, will be paid on Tuesday, 8th September, 2020 to those Members entitled thereto and whose names will appear in the Register of Members of the Company on 9th July, 2020, or to their mandatees, subject however to the provisions of Section 126 of the Act. In respect of dematerialised shares, the dividend will be paid on the basis of beneficial ownership as on 7th July, 2020, as per details to be furnished by National Securities Depository Limited (NSDL) and Central Depository Services (India) Limited (CDSL) for this purpose.

ITC Limited

R. K. Singhi

Executive Vice President &

Company Secretary

Dated: 26th June, 2020.