



TCS/SE/81/2022-23

August 04, 2022

**National Stock Exchange of India Limited**  
**Exchange Plaza, C-1, Block G, Bandra Kurla**  
**Complex, Bandra (East)**  
**Mumbai - 400051**  
**Symbol - TCS**

**BSE Limited**  
**P. J. Towers,**  
**Dalal Street,**  
**Mumbai - 400001**  
**Scrip Code No. 532540**

Dear Sirs,

**Sub: Reminder Letter to shareholders-Unclaimed Dividend (Second Interim Dividend 2015-16)**

Pursuant to Regulation 30 read with Schedule III Part A Para A and Regulation 47 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, we enclose the following documents:

1. Copies of newspaper advertisement published in Business Standard (English), Free Press Journal (English) and Navshakti (Marathi).
2. Copy of reminder letter to shareholders.

The above reminder letters were sent to the shareholders who have not claimed their dividends for seven or more consecutive years and whose shares are liable for transfer to the IEPF Authority. This is pursuant to Section 124(6) of the Companies Act, 2013 read with the Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2016, as amended.

This is for your information and records.

Thanking you,

Yours faithfully,  
For **TATA CONSULTANCY SERVICES LIMITED**

**Pradeep Manohar Gaitonde**  
**Company Secretary**  
Encl: As above

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

**TATA CONSULTANCY SERVICES LIMITED****NOTICE****Sub: Transfer of Equity Shares of the Company to Investor Education and Protection Fund (IEPF)**

The provisions of Section 124(6) of the Companies Act, 2013 ("Act") read with the Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2016 ("Rules"), contain provisions for transfer of unclaimed dividend to IEPF and transfer of shares held by the Company for seven consecutive years or more to IEPF. The Company is hereby informing the shareholders at the latest available address whose shares are held by the Company for seven consecutive years or more to IEPF Authority three months prior to the due date of transfer of shares and simultaneously publishing this Notice in the following manner:

Individual communication is being sent to the registered address of the shareholder(s) whose shares are held by the Company for seven consecutive years or more to IEPF.

The complete details of these shareholders are being uploaded on the Company's website [www.tcs.com](http://www.tcs.com).

In case the dividends are not claimed by the concerned shareholder(s), the necessary steps will be initiated by the Company to transfer shares held by the concerned shareholder(s) to IEPF without further notice in the following manner:

In case the shares are held:

- **In physical form** - New share certificate(s) will be issued and transferred after necessary formalities. The original share certificate(s) which stand registered in the name of the shareholder(s) will be deemed cancelled and non-negotiable.
- **In demat form** - The Company shall inform the depository by way of complying in shareholder's demat account in favour of IEPF.

The shareholders may note that in the event of transfer of shares and concerned shareholder(s) are entitled to claim the same from IEPF by submitting the prescribed Form IEPF-5 available on the website [www.iepf.gov.in](http://www.iepf.gov.in) and sending it signed to the Company at its Registered Office along with requisite documents.

The shareholders may further note that the details of unclaimed dividend of the concerned shareholder(s) uploaded by the Company on its website [www.tcs.com](http://www.tcs.com) shall be the basis for issue of the new share certificate(s) by the Company for the concerned shareholder(s) pursuant to the Rules. Please note that no claim shall lie against the dividend and equity shares transferred to the IEPF.

In case the shareholders have any queries on the subject, they may contact the Company's Investor Relations Team at [investor.relations@tcs.com](mailto:investor.relations@tcs.com) or call +91 22 66778 9595. The Company's Registered Office is at Tata Consultancy Services Limited, Unit : Tata Consultancy Services Limited, Bahadur Shastri Marg, Vikhroli (West), Mumbai - 400 083, Tel: +91 810 811 8080. Website: <https://www.tcplindia.co.in>.

For TATA CO.

Place : Mumbai  
Date : August 3, 2022

**Registered Office:**  
9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021  
Tel: +91 22 6778 9595  
Email: [investor.relations@tcs.com](mailto:investor.relations@tcs.com) Website: [www.tcs.com](http://www.tcs.com)  
CIN: L22210MH1995PLC084781



## NOTICE

The provisions of Section 124(6) of the Companies Act, 2013 ("Act") read with the Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2013, contain provisions for transfer of unclaimed dividend to IEPF and transfer of dividend remains unclaimed for seven consecutive years or more to IEPF. The Authority shall inform the shareholders at the latest available address whose shares are transferred to the Authority three months prior to the due date of transfer of shares and simultaneously in newspapers. This Notice is published pursuant to the provisions of the Act.

The complete details of these shareholders are being uploaded on the Con

In case the dividends are not claimed by the concerned shareholder(s) steps will be initiated by the Company to transfer shares held by the concerned shareholder(s) to the Investor Education and Protection Fund, subject to further notice in the following manner:

In case the shares are held:

- **In physical form** - New share certificate(s) will be issued and transferred after necessary formalities. The original share certificate(s) which stand registered shall be deemed cancelled and non-negotiable.
- **In demat form** - The Company shall inform the depository by way of communication in shareholder's demat account in favour of IEFP.

The shareholders may note that in the event of transfer of shares and, concerned shareholder(s) are entitled to claim the same from IEPF by submitting prescribed Form IEPF-5 available on the website [www.iepf.gov.in](http://www.iepf.gov.in) and send it signed to the Company at its Registered Office along with requisite document.

The shareholders may further note that the details of unclaimed dividend shareholder(s) uploaded by the Company on its website [www.tcs.com](http://www.tcs.com) in respect of issue of the new share certificate(s) by the Company for the IEPF pursuant to the Rules. **Please note that no claim shall lie against the dividend and equity shares transferred to the IEPF.**

In case the shareholders have any queries on the subject,  
TSR Consultants Private Limited, Unit : Tata Consultancy Services Limited,  
Bahadur Shastri Marg, Vikhroli (West), Mumbai - 400 083, Tel: +91 810  
Website: <https://www.tscindia.co.in>.

For TATA CO

Place : Mumbai  
Date : August 3, 2022

**Registered Office:**  
9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021  
Tel: +91 22 6778 9595  
Email: [investor.relations@tcs.com](mailto:investor.relations@tcs.com) Website: [www.tcs.com](http://www.tcs.com)  
CIN: L22210MH1995PLC084781









To,  
**TSR CONSULTANTS PRIVATE LIMITED**  
 (Unit: **Tata Consultancy Services Limited**)  
 C-101, 1st Floor, 247 Park,  
 Lal Bahadur Shastri Marg, Vikhroli (West),  
 Mumbai - 400 083  
 Email id: csg-unit@tcplindia.co.in

Dear Sir / Madam,

**Sub: Payment of Unclaimed Dividend**

Kindly arrange for payment of unclaimed dividend as mentioned below based on your letter dated August 3, 2022. I confirm that neither I have encashed the dividend warrant(s)/ demand draft(s) sent to me earlier nor I have received any money in connection with the below mentioned dividend(s).

**Folio No./CLIENT ID & DPID No.**

Dividend Warrant No	Amount (₹)	Date of Payment	Last Date of Claim
		30-10-2015	12-11-2022
		29-01-2016	12-11-2022
		24-06-2016	12-11-2022
		02-08-2016	12-11-2022
		02-11-2016	12-11-2022
		01-02-2017	12-11-2022
		23-06-2017	12-11-2022
		01-08-2017	12-11-2022
		01-11-2017	12-11-2022
		31-01-2018	12-11-2022
		19-06-2018	12-11-2022
		25-07-2018	12-11-2022
		30-10-2018	12-11-2022
		24-01-2019	12-11-2022
		17-06-2019	12-11-2022
		23-07-2019	12-11-2022
		24-10-2019	12-11-2022
		24-10-2019 (Special Dividend)	12-11-2022
		31-01-2020	12-11-2022
		24-03-2020	12-11-2022
		15-06-2020	12-11-2022
		31-07-2020	12-11-2022
		03-11-2020	12-11-2022
		03-02-2021	12-11-2022
		14-06-2021	12-11-2022
		05-08-2021	12-11-2022
		03-11-2021	12-11-2022
		07-02-2022	12-11-2022

**To be filled in by the Shareholder**

I am enclosing the following (tick ✓ whichever is applicable)

**For shares held in demat form:**

☐ Copy of the Client master list featuring bank details registered against the demat account.

**For shares held in physical form:**

☐ Original cancelled cheque leaf bearing the name of the first shareholder. or,

☐ Bank attested copy of first page of the Bank Passbook/Statement of Account in original and a cancelled cheque.

☐ Investor Service Request Form ISR - 1, Form ISR - 2 and Form No. SH 13 (Nomination Form) duly filled as per the instructions stated therein along with the supporting documents

My email id is:

My Mobile No. is:

Place :

Date :

Signature of the First named Shareholder

Note: Please return this Annexure duly filled in and signed from your registered email address or by way of a letter to **TSR Consultants Private Limited, Registrars and Share Transfer Agent of the Company on or before November 12, 2022.**