



ITC HOTELS LIMITED

CIN: L55101WB2023PLC263914

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

Tel: +91 33 2288 9371 • E-mail: investorservices@itchotels.com • Website: www.itchotels.com

NOTICE OF 3RD ANNUAL GENERAL MEETING

NOTICE IS HEREBY GIVEN that the Third Annual General Meeting of the Members of ITC Hotels Limited will be held on Thursday, 6th August, 2026 at 10:30 a.m. (IST), through Video Conferencing / Other Audio Visual Means, for transaction of the following businesses:-

ORDINARY BUSINESS

1. To consider and adopt (i) the Standalone Financial Statements of the Company for the financial year ended 31st March, 2026 and the Reports of the Board of Directors and the Auditors thereon, and (ii) the Consolidated Financial Statements of the Company for the financial year ended 31st March, 2026 and the Report of the Auditors thereon.
2. To declare Final Dividend of ₹ 1/- per Equity Share of ₹ 1/- each for the financial year ended 31st March, 2026.
3. To appoint a Director in place of Mr. Rajendra Kumar Singhi (DIN: 00009931) who retires by rotation and, being eligible, offers himself for re-election.

4. **To consider and, if thought fit, to pass the following resolution as an Ordinary Resolution:-**

“**RESOLVED THAT**, in accordance with the provisions of Section 142 of the Companies Act, 2013, remuneration of ₹ 1,20,00,000/- (Rupees One Crore and Twenty Lakhs Only) to Messrs. S. R. Batliboi & Co. LLP, Chartered Accountants (Registration No. 301003E / E300005), Statutory Auditors of the Company, to conduct audit for the financial year 2026-27, payable in one or more instalments, plus goods and services tax as applicable and reimbursement of out-of-pocket expenses incurred, be and is hereby approved.”

SPECIAL BUSINESS

5. **To consider and, if thought fit, to pass the following resolution as an Ordinary Resolution:-**

“**RESOLVED THAT**, in accordance with the provisions of Section 152 of the Companies Act, 2013, Mr. Ramakrishnan Chander (DIN: 11331783) be and is hereby appointed as a Director of the Company, liable to retire by rotation, with effect from date of this Annual General Meeting i.e., 6th August, 2026 for a period of three years or till such earlier date upon withdrawal by the recommending Institution or to conform with the policy on retirement and as may be determined by the Board of Directors of the Company and / or by any applicable statutes, rules, regulations or guidelines.”

The Record Date fixed for the purpose of determining entitlement of the Members to the Final Dividend for the financial year ended 31st March, 2026 is **Thursday, 21st May, 2026**, and such Dividend, if declared, will be paid between **Monday, 10th August, 2026** and **Friday, 14th August, 2026** to those Members entitled thereto.

Dated: 15th May, 2026.

By Order of the Board
ITC Hotels Limited
Diwaker Dinesh
Company Secretary

NOTES:

- (i) Explanatory Statement, pursuant to Section 102 of the Companies Act, 2013 ('the Act'), relating to the Special Business to be transacted at this Annual General Meeting ('AGM') is annexed.
- (ii) Since this AGM is being held through Video Conferencing / Other Audio Visual Means, (a) Members will not be able to appoint proxies for the Meeting, and (b) Attendance Slip and Route Map are not annexed to this Notice.
- (iii) Corporate Members are requested to send a certified copy of the Board Resolution authorising their representative to attend this AGM, pursuant to Section 113 of the Act, at **itchlagm2026@itchotels.com** or by post to the Company Secretary at the Corporate Office of the Company at ITC Green Centre, 10 Institutional Area, Sector 32, Gurugram 122 001.
- (iv) In terms of Section 108 of the Act read with Rule 20 of the Companies (Management and Administration) Rules, 2014 and Regulation 44 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ('Listing Regulations'), the Resolutions for consideration at this AGM will be transacted through remote e-voting (i.e., facility to cast vote prior to the AGM) and also e-voting during the AGM, for which purpose the Board of Directors of the Company ('the Board') have engaged the services of National Securities Depository Limited ('NSDL'). The Board has appointed Mr. R. L. Auddy, Senior Solicitor and Partner, Messrs. Sandersons & Morgans, Advocates & Solicitors, as the Scrutinizer to scrutinize the process of e-voting.

Detailed instructions for attending the AGM and for e-voting are annexed.

- (v) **Remote e-voting will commence at 9:00 a.m. (IST) on Sunday, 2nd August, 2026 and will end at 5:00 p.m. (IST) on Wednesday, 5th August, 2026**, when remote e-voting will be blocked by NSDL.
- (vi) Voting rights will be reckoned on the paid-up value of the shares registered in the name of the Members on **Thursday, 30th July, 2026 (cut-off date)**. Only those Members whose names appear in the Register of Members of the Company or in the Register of Beneficial Owners maintained by the Depositories as on the cut-off date will be entitled to cast their votes by remote e-voting or e-voting during the AGM. Those who are not Members on the cut-off date should accordingly treat this Notice as for information purposes only.
- (vii) Pursuant to the Income-tax Act, 2025, dividend income is taxable in the hands of the Members and the Company is required to deduct tax at source from such dividend at the prescribed rates. A communication with detailed information and instructions regarding tax on the Final Dividend for the financial year ended 31st March, 2026 will be sent to the Members in due course. The said communication will also be made available on the Company's website **www.itchotels.com** under the section 'Investor Relations'.
- (viii) Members are advised to contact the Company's Registrar and Share Transfer Agent ('RTA') i.e., Messrs. KFin Technologies Limited at **einward.ris@kfintech.com** or at Selenium Building, Tower B, Plot Nos. 31 and 32, Financial District, Nanakramguda, Serilingampally, Hyderabad, Rangareddy – 500032, Telangana, to avail services relating to submission of documents for claiming tax exemption on dividend, as well as for accessing dividend details, tax deduction certificates, and related information. The prescribed forms and documents for claiming tax exemption or availing the benefit of a tax treaty rate may also be submitted through the RTA portal at **<https://ris.kfintech.com/clientservices/investors/taxforms.aspx>**.
- (ix) Pursuant to Scheme of Arrangement amongst ITC Limited ('ITC') and the Company and their respective shareholders and creditors for demerger of Hotels Business:
 - (a) the Company had issued Equity Shares in dematerialised form only. The Equity Shares in respect of those Members
 - (i) holding ordinary shares of ITC in the certificate form and who had not provided details of their demat accounts, in accordance with the Scheme of Arrangement, and (ii) whose shares could not be credited due to rejection by the Depositories, were credited to the Escrow Demat Account.

The aforesaid Members are advised to claim their shares by providing details / documents as prescribed in the communication sent to them. For any queries, please contact the RTA at **einward.ris@kfintech.com** or by post.

- (b) the Company had issued Equity Shares in the name of Investor Education and Protection Fund ('IEPF') Authority, in respect of those Members of ITC whose shares were lying with the IEPF Authority. Such shares can be claimed from the IEPF Authority by applying in the prescribed Form No. IEPF-5. Steps for filing the said form are available on the Company's website at **<https://www.itchotels.com/dividend-iepf>** .
- (x) In accordance with the regulatory requirements, the Notice of this AGM and the Report and Accounts 2026 will be sent through electronic mode to those Members who have registered their e-mail address with the Company or the Depositories; a communication providing web links for accessing these documents will be sent to the other Members.

Members desirous of obtaining physical copies of the said Notice and the Report and Accounts may send a request to the Company, mentioning their name and DP ID & Client ID / folio number, at **itchlagm2026@itchotels.com** or by post to the Company Secretary.
- (xi) Members who have not registered their e-mail address with the Company or the Depositories and wish to cast their votes through remote e-voting or e-voting during the AGM are required to register their e-mail address by sending a request with name and DP ID & Client ID / folio number, (i) in case the shares are held in certificate form, at **einward.ris@kfintech.com** or by post to the RTA, and (ii) in case the shares are held in demat form, to their Depository Participants ('DPs').
- (xii) Members who would like to express their views / ask questions / seek clarifications with respect to the agenda items of the Meeting may register themselves as a speaker by sending a request at **itchlagm2026@itchotels.com** from their registered e-mail address, mentioning their name, DP ID & Client ID / folio number and mobile number. Only those Members who have registered themselves as speaker between 9:00 a.m. (IST) on Saturday, 25th July, 2026 and 5:00 p.m. (IST) on Thursday, 30th July, 2026, and whose names appear in the Register of Members or Register of Beneficial Owners as on the cut-off date (i.e., 30th July, 2026) will have the opportunity to express their views / ask questions / seek clarifications at the Meeting. The Company reserves the right to restrict the number of questions and / or number of speakers in the interest of smooth conduct of the AGM.
- (xiii) Members who would like to have their questions / queries responded to during the AGM are requested to send such questions / queries in advance at **itchlagm2026@itchotels.com** from their registered e-mail address, mentioning their name, DP ID & Client ID / folio number and mobile number, on or before Monday, 3rd August, 2026.
- (xiv) The Register of Directors and Key Managerial Personnel and their shareholding under Section 170 of the Act, the Register of contracts with related party and contracts and bodies etc. in which Directors are interested under Section 189 of the Act and the Certificate from the Secretarial Auditors in respect of Company's Employee Stock Option Scheme and Employee Stock Appreciation Rights Scheme will be available for inspection through electronic mode during the AGM, for which purpose Members are required to send a request at **itchlagm2026@itchotels.com** .
- (xv) The transcript of the AGM proceedings will be made available on the Company's website **www.itchotels.com** .
- (xvi) Pursuant to the Listing Regulations and applicable SEBI Circulars, payment of dividend through dividend warrants, demand drafts or cheques has been discontinued, and dividend shall be paid only through electronic mode to:
 - (i) Members holding shares in dematerialised form, upon registration or updation of complete bank details with their DPs; and
 - (ii) Members holding shares in certificate form, upon submission of complete KYC details (i.e., PAN, postal address, mobile number, e-mail address, bank account details, specimen signature, etc.) to the RTA. For further details please visit the Company's website at **<https://www.itchotels.com/mandatory-kyc>** .

EXPLANATORY STATEMENT

Annexed to the Notice convening the Third Annual General Meeting on Thursday, 6th August, 2026.

Item No. 5

The Board of Directors of the Company ('the Board') at the meeting held on 15th May, 2026, on the recommendation of the Nomination and Remuneration Committee, recommended for the approval of the Members, the appointment of Mr. Ramakrishnan Chander (DIN: 11331783) as a Non-Executive Director of the Company, as set out in the Resolution. Mr. Chander, if appointed, will represent the Life Insurance Corporation of India ('LIC').

Mr. Chander, pursuant to Section 152 of the Companies Act, 2013 ('the Act'), has given his consent to act as a Director of the Company and requisite Notice, pursuant to Section 160 of the Act, proposing his appointment as a Director of the Company has been received; he possesses appropriate skills, expertise and competencies in the context of the Company's businesses, particularly in the areas of financial management and administrative experience.

Information in respect of Mr. Chander, including his brief resume, pursuant to the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 and the Secretarial Standard on General Meetings, is provided below:

Mr. Ramakrishnan Chander (58 years) is the Managing Director of LIC. He is a Science Graduate, a Fellow Member of the Insurance Institute of India, and also holds a Post Graduate Diploma in Financial Management.

Mr. Chander, who joined LIC in 1990, brings over 35 years of experience across marketing, administration, and investment management. During his illustrious career, he has held several senior leadership positions, including Executive Director (Investment – Front Office), Executive Director of LIC's Strategic Business Unit for International Operations, Chief Investment Officer, Senior Divisional Manager, and Regional Manager for Marketing and Pension & Group Schemes.

Other Directorships

Name of the entity	Position
Life Insurance Corporation of India*	Managing Director
LIC Cards Services Limited	Non-Executive Director
LIC Mutual Fund Trustee Private Limited	Non-Executive Director
LICHFL Care Homes Limited	Non-Executive Director
Life Insurance Corporation (Lanka) Ltd., Sri Lanka	Non-Executive Director

* Denotes Indian entity whose securities are listed on a recognised stock exchange.

Note: During the last three financial years, Mr. Chander has not stepped down from any listed entity.

Committee Membership*

Name of the entity	Committee	Position
Life Insurance Corporation of India	Audit Committee	Member

* Committee Membership covers committee constituted under the Act.

In addition to sitting fees for attending the meetings of the Board & its Committees, Mr. Chander, similar to the Non-Executive Directors of the Company, would be entitled to remuneration by way of commission ranging between ₹ 25,00,000/- and ₹ 40,00,000/- per annum, as may be determined by the Board.

Mr. Chander holds 20 shares in the Company. He is not related to any of the Directors or Key Managerial Personnel of the Company.

None of the Directors and Key Managerial Personnel of the Company, or their relatives, is concerned or interested, financial or otherwise, in this Resolution.

The Board recommends this Ordinary Resolution for your approval.

Dated: 15th May, 2026.

By Order of the Board
ITC Hotels Limited
Diwaker Dinesh
Company Secretary

INSTRUCTIONS FOR ATTENDING THE AGM AND FOR E-VOTING

I. Instructions for attending the AGM through Video Conferencing ('VC') / Other Audio Visual Means ('OAVM')

- Members who wish to attend this AGM are requested to follow the steps enumerated under (II) for login to the NSDL e-voting website.
After login, click on the '**VC / OAVM**' link appearing under '**Join Meeting**' against the **Electronic Voting Event Number ('EVEN')** of ITC Hotels Limited.
- The facility for the Members to join this AGM will be available from 30 minutes before the time scheduled for the Meeting and may close not earlier than 30 minutes after the commencement of the Meeting.
- Members are requested to login to the NSDL e-voting website using their laptops / desktops / tablets with stable Wi-Fi or LAN connection for better experience. Members logging in from mobile devices or through laptops / desktops / tablets connecting via mobile hotspot or with low bandwidth, may experience audio / video loss due to fluctuation in their respective network.

II. Instructions for remote e-voting

Step 1: Access to NSDL e-voting website

(A) FOR INDIVIDUAL MEMBERS HOLDING SHARES IN DEMATERIALISED FORM:

For Members holding shares in demat account with DPs registered with NSDL	
If you are registered for NSDL 'IDeAS' facility: - Type the URL: https://eservices.nsdl.com and click on 'Beneficial Owner' tab under the 'IDeAS' section. - Enter your existing user ID, password and the verification code as shown on the screen. - After authentication and login, click on 'Access to e-voting' under value-added services and you will be able to see the e-voting page. - Click on 'evote' link available against ITC Hotels Limited or e-voting service provider i.e., 'NSDL' and proceed to Step 2 to cast your vote.	If you are not registered for 'IDeAS' facility: - Type the URL: https://evoting.nsdl.com and click on 'Login' tab under the 'Shareholder / Member' section. - Enter your existing user ID, password / OTP and the verification code as shown on the screen. - After authentication, you will be re-directed to e-services website of NSDL, wherein you will be able to see the e-voting page. - Click on 'evote' link available against ITC Hotels Limited or e-voting service provider i.e., 'NSDL' and proceed to Step 2 to cast your vote.
Alternate OTP based login - Type the URL: https://eservices.nsdl.com/SecureWeb/evoting/evotinglogin.jsp . - Enter your DP ID, Client ID, PAN and verification code shown on the screen, and click on 'Generate OTP'. - Enter the OTP received on your registered e-mail address / mobile number and click on 'Log-in'. - After successful authentication, you will be re-directed to e-services website of NSDL, wherein you will be able to view the e-voting page. - Click on 'evote' link available against ITC Hotels Limited or e-voting service provider i.e., 'NSDL' and proceed to Step 2 to cast your vote.	
You may also download NSDL Mobile App 'NSDL Speede' by scanning the following QR code for e-voting:    	

For Members holding shares in demat account with DPs registered with Central Depository Services (India) Limited ('CDSL')

If you are **registered for CDSL 'Easi / Easiest'** facility, you are required to follow the below-mentioned steps:

- Type the URL: **<https://www.cdslindia.com>** and click on **'Login to - My Easi New (Token)'** or type the URL: **<https://web.cdslindia.com/myeasitoken/home/login>**.
- Enter your existing username and password.
- After OTP based authentication and login, click on e-voting menu.
- Click on **'evote'** link available against ITC Hotels Limited or e-voting service provider i.e., **'NSDL'** and proceed to Step 2 to cast your vote.

You can also directly access the e-voting page by clicking on **'E Voting'** on the home page of **www.cdslindia.com** with your demat account number (BOLD) and PAN.

After authentication, click on **'evote'** link available against ITC Hotels Limited or e-voting service provider i.e., **'NSDL'** and proceed to Step 2 to cast your vote.

For Members logging in through the websites of their DPs

- Login to your demat account, using the login credentials, through the concerned DP registered with NSDL / CDSL.
- Click on the option available for e-voting. You will be re-directed to e-services website of NSDL wherein you will be able to see the e-voting page.
- Click on **'evote'** link available against ITC Hotels Limited or e-voting service provider i.e., **'NSDL'** and proceed to Step 2 to cast your vote.

Note: Members who are unable to retrieve their user ID or password are advised to use **'Forgot User ID' / 'Forgot Password'** option(s) available on the websites of the respective Depositories / DPs.

(B) FOR NON-INDIVIDUAL MEMBERS HOLDING SHARES IN DEMATERIALIZED FORM AND MEMBERS HOLDING SHARES IN CERTIFICATE FORM:
For Non-Individual Members holding shares in dematerialised form

If you are holding shares in dematerialised form and are registered for NSDL **'IDeAS'** facility, you can login at **<https://eservices.nsdl.com>** with your existing IDeAS login and click on **'Access to e-voting'** to proceed to Step 2 to cast your vote.

For other Members including Members holding shares in certificate form

Please follow the below-mentioned steps:

- Type the URL: **<https://www.evoting.nsdl.com>** and click on **'Login'** tab under the **'Shareholder / Member'** section.
- Enter your existing user ID, password and the verification code as shown on the screen.

- User ID**

For Members holding shares in demat account with DPs registered with NSDL.	8 character DP ID followed by 8 digit Client ID. <i>For example, if your DP ID is IN300*** and Client ID is 12*****, then your user ID is IN300***12*****.</i>
For Members holding shares in demat account with DPs registered with CDSL.	16 digit Beneficiary ID. <i>For example, if your Beneficiary ID is 12*****, then your user ID is 12*****.</i>
For Members holding shares in certificate form.	EVEN followed by your folio number registered with the Company. <i>For example, if the EVEN is 101456 and your folio number is 01/12***, then your user ID is 1014560112***.</i>

- **Password**

- (i) **If you are already registered with NSDL for remote e-voting, you should use your existing password for login.**

Members may also use OTP based login.

- (ii) If you are using NSDL e-voting website for the first time, you would need to use your '**initial password**' for login, which has been communicated to you by NSDL in .pdf file. The password to open this file is your 8 digit Client ID for demat account with NSDL or last 8 digits of Beneficiary ID for demat account with CDSL or folio number for shares held in certificate form.

- (iii) If you are unable to retrieve the '**initial password**', or have forgotten your password:

- Click on '**Forgot User Details / Password?**', if holding shares in dematerialised form; or
- Click on '**Physical User Reset Password?**', if holding shares in certificate form.

You may also send an e-mail requesting for password at **evoting@nsdl.com**, mentioning your name, PAN, registered address, and DP ID & Client ID / folio number.

- (c) Agree to the terms and conditions by clicking the box.

- (d) Click on '**Login**'. Home page of remote e-voting opens.

Step 2: Cast your vote on NSDL e-voting website

- (a) Select the EVEN of ITC Hotels Limited.
- (b) Now you are ready for remote e-voting as '**Cast Vote**' page opens.
- (c) Cast your vote by selecting appropriate option and click on '**Submit**'. Thereafter click on '**Confirm**' when prompted; upon confirmation, your vote is cast and the message '**Vote cast successfully**' will be displayed.

Other Instructions

- (a) Corporate and Institutional Members (companies, trusts, societies, etc.) are required to send a scanned copy (in PDF / JPG format) of the relevant Board Resolution / appropriate authorisation to the Scrutinizer at **rla.itchlscrutinizer@gmail.com** with a copy marked to NSDL at **evoting@nsdl.com**.
- (b) Those who become Members of the Company after sending the Notice but on or before Thursday, 30th July, 2026 (cut-off date), including Members holding shares in certificate form and Non-Individual Members, may write to NSDL at **evoting@nsdl.com** or to the Company at **itchlagm2026@itchotels.com** requesting for user ID and password.

On receipt of user ID and password, the steps under '**Step 2: Cast your vote on NSDL e-voting website**' should be followed for casting of vote.
- (c) In case of any query, you may refer to the Frequently Asked Questions and e-voting User Manual for Shareholders available under the Download section of NSDL's e-voting website **www.evoting.nsdl.com**. You may also contact the following persons for any query / grievance:
 - (i) Mr. Amit Vishal, Vice President, National Securities Depository Limited, 301, Naman Chambers, Plot C-32, G-Block, 3rd Floor, Bandra Kurla Complex, Bandra East, Mumbai 400 051, at telephone no. 022 - 4886 7000 or at e-mail ID **AmitV@nsdl.com** ;
 - (ii) Mr. Diwaker Dinesh, Company Secretary, at telephone no. 0124 - 417 1717 or at e-mail ID **investorservices@itchotels.com**.

III. Instructions for e-voting during the AGM

- (a) The procedure for e-voting during the AGM is same as mentioned under (II) for remote e-voting.
- (b) The aforesaid facility will be available only to those Members who participate in the AGM and who do not cast their votes by remote e-voting prior to the AGM. Members who cast their votes by remote e-voting will not be entitled to cast their votes again.

IV. General Information

- (a) There will be one vote for every DP ID & Client ID / folio number irrespective of the number of joint holders.
- (b) In case the Members require any technical assistance with respect to attending the AGM or e-voting during the Meeting, they may contact the helpline numbers mentioned above.

Individual Members holding shares in dematerialised form may also reach out for any technical issue related to login through their respective Depositories, as follows:

- Shares held under NSDL - e-mail at **evoting@nsdl.com** or call at telephone no. **022-4886 7000**.
- Shares held under CDSL - e-mail at **helpdesk.evoting@cdslindia.com** or call at telephone no. **1800-225-533** (toll free).
- (c) The Results of voting will be declared within two working days from the conclusion of the AGM and the Resolutions will be deemed to be passed on the date of the AGM, subject to receipt of requisite number of votes. The declared Results, along with the Scrutinizer's Report, will be available forthwith on the Company's website **www.itchotels.com** under the section 'Investor Relations' and on the website of NSDL; such Results will also be forwarded to BSE Limited and National Stock Exchange of India Limited, where the Company's shares are listed.
