

Shareholder Communication

Sub: Infosys Limited Interim Dividend FY 2020-21 - Tax Deduction at Source (TDS) on Dividend payout.

Dear Shareholder,

We hope this communique finds you safe and in good health.

The Board of Directors of Infosys Limited (the Company) in their meeting held on October 14, 2020 has declared an interim dividend of Rs. 12/- per equity share.

As per the Finance Act 2020, dividend paid and distributed by a company is taxable in the hands of shareholders with effect from April 1, 2020. Therefore, Company is required to deduct TDS at the rates applicable to each category of shareholder.

As per the latest information available with the depositories (NSDL/CDSL) or by the Registrar and Share Transfer Agent (KFin Technologies Private Limited), you are a **Resident Individual** shareholder of the company without having Permanent Account Number (PAN) or a valid PAN. If you remain as a shareholder on record date, the dividend receivable by you would be taxable under the Income Tax Act, 1961 and TDS would be deducted in terms of the provisions of the Income Tax Act, 1961.

If there is any change in the above information, you are requested to update your records such as tax residential status, permanent account number (PAN) and register your email address, mobile numbers and other details with your relevant depositories through your depository participants in case you are holding shares in dematerialized form and if you are holding shares in physical mode, you are requested to furnish details to the Company's registrar and share transfer agent KFin Technologies Private Limited (formerly Karvy Fintech Private Limited).

If you have not submitted the following forms earlier for the purpose of claiming exemption from tax deduction at source, you are requested to submit the same in the shareholder portal on or before October 28, 2020:

- a. Form 15G
- b. Form 15H (In case of Resident Individual's age 60 years or more)
- c. Any other documents as prescribed under the Income Tax Act, 1961 for lower withholding of taxes
- d. Documentary evidence if you are exempt from obtaining PAN

All the documents submitted by you will be verified by us and we will consider the same while deducting the appropriate taxes if they are in accordance with the provisions of the Income Tax Act, 1961.

The company is enabling shareholders portal from October 15, 2020. You are requested to communicate the changes, if any, to the documents already submitted for the Financial Year 2020-21, during final dividend payout for the FY 2020. If no such communication received before the closure of portal (i.e. October 28, 2020), the tax documents earlier submitted will be considered

for the purpose of tax deduction at source as per tax law.

You may note that the Company has notified record date for the purposes of Interim Dividend 2020-21 as **October 26, 2020** to the stock exchanges. The above said documents can be uploaded on the shareholder's portal between October 15, 2020 to October 28, 2020. The portal can be accessed at <https://www.infosys.com/investors/shareholder-services/dividend-tax.html>. No documents will be considered after October 28, 2020. We request you to kindly take note accordingly.

Please reach out to us at dividend.tax@infosys.com for any queries.

Wishing you a safe stay.

Thanking you,

For Infosys Limited