

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 a final 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 **Mutual Fund** specified under clause (23D) of Section 10 of the Income Tax Act, 1961 / **an Insurance Company** as specified in Section 194 of 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).

In order to provide exemption from TDS on the dividend payable to you, you should submit the relevant document along with exemption notification, if any, as per the relevant provisions of the Income Tax Act, 1961.

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 at the shareholder portal on or before October 28, 2020:

- a. Declaration by shareholder qualifying as Insurer as per section 2(7A) of the Insurance Act, 1938 - *Annexure -1*
- b. Declaration by Mutual Fund shareholder eligible for exemption u/s 10(23D) of the Income-tax Act, 1961 - *Annexure -2*
- c. Declaration by Category I/II Alternate Investment Fund (AIF) registered with SEBI *Annexure -3*

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 24, 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

Declaration by shareholder qualifying as Insurer as per section 2(7A) of the Insurance Act, 1938

<on letterhead of the shareholder>

Date: << >>

TO WHOMSOEVER IT MAY CONCERN

Dear Sir,

Sub: Declaration with regards to dividend income.

For the purpose of determination of Income-tax TDS liability under Income Tax Act 1961, we hereby certify as follows:

Nature of information	Details
Name of the Shareholder	
Status	Insurance Company
Contact number	
PAN	
Registration number of the certificate obtained from IRDA	
Nature of Insurance business	

Further, we declare that we qualify as Insurer as per section 2(7A) of the Insurance Act, 1938 and << *name of the shareholder* >> is the beneficial owner of dividend income and is eligible for exemption from withholding taxes as per section 194 Income-tax Act, 1961 for the FY 2020-21.

In this regard, we have enclosed certificate of registration with IRDA / LIC / GIC, as applicable.

In this connection, we also certify that the above made declarations apply to all DP ID & client ID linked to the PAN << *PAN of the shareholder* >>.

For

Authorized Signatory

Name and Designation:

Declaration by Mutual Fund shareholder eligible for exemption u/s 10(23D) of the Income-tax Act, 1961

<on letterhead of the shareholder>

Date: << >>

TO WHOMSOEVER IT MAY CONCERN

Dear Sir,

Sub: Declaration with regards to dividend income.

For the purpose of determination of Income-tax TDS liability under Income Tax Act 1961, we hereby certify as follows:

Nature of information	Details
Name of the Shareholder	
Status	Mutual Fund (MF)
Contact number	
PAN	
The notification number in which the MF is notified to be exempt under Section 10(23D)	
MF SEBI Registration number (if the MF is registered with SEBI) <i>or</i> If the MF is set up by public sector bank / public financial institution (PFI) / authorized by RBI.	

Further, we also declare that << Name of the Shareholder >> is the beneficial owner of dividend income and is eligible for exemption u/s 10(23D) of the Income-tax Act, 1961 and therefore eligible for exemption from withholding taxes as per section 196 of Income-tax Act, 1961 for the FY 2020-21.

In this regard, we have enclosed certificate of registration of Mutual Fund with SEBI or a certificate indicating a Mutual Fund is set up by public sector bank / PFI / authorized by RBI being notified by Central Government, as the case may be.

In this connection, we also certify that the above made declarations applies to all DP ID & client ID linked the PAN << PAN of the shareholder >>.

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For

Authorized Signatory
Name and Designation:

Declaration by Category I/II Alternate Investment Fund (AIF) registered with SEBI holding registration and declaring dividend income is not chargeable under the head 'Profit and Gains of Business or Profession' and qualifies for exemption u/s 10(23FBA)

<on letterhead of the shareholder>

Date: << >>

TO WHOMSOEVER IT MAY CONCERN

Dear Sir,

Sub: Declaration with regards to dividend income.

For the purpose of determination of Income-tax TDS liability under Income Tax Act 1961, we hereby certify as follows:

Nature of information	Details
Name of the Shareholder	
Status	
Contact number	
PAN	

We declare that we are a Category I/II Alternate Investment Fund (AIF) registered with SEBI holding registration no << >> and our dividend income is not chargeable under the head 'Profit and Gains of Business or Profession' for the FY 2020-21 and qualifies for exemption u/s 10(23FBA). Therefore, we are eligible for exemption from withholding taxes under the Income Tax Act, 1961 (the Act) as specified in CBDT Notification No. 51/2015 of the Act.

Further, we have attached the certificate of registration of the AIF with SEBI.

In this connection, we also certify that the above made declarations applies to all DP ID & client ID linked the PAN << PAN of the shareholder >>.

For

Authorized Signatory

Name and Designation: