

Shareholder Communication

Sub: Infosys Limited Interim Dividend Financial Year 2021-22 - Tax Deduction at Source (TDS) on Dividend:

Dear Shareholder,

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

The Board of Directors of Infosys Limited (the Company) in their meeting held on October 13, 2021 has declared an interim dividend of Rs. 15/- per equity share.

As per Indian Income Tax Act, 1961 dividend paid and distributed by a company is taxable in the hands of shareholders with effect from April 1, 2020. Therefore, the Company is required to deduct taxes at source (TDS) at the rates applicable to each category of shareholder.

Further, as per the Finance Act 2021, section 206AB has been inserted w.e.f. July 01, 2021 wherein higher rate of tax (twice the specified rate) would be applicable on payment made to a 'Specified Person' defined under the provisions of the aforesaid section.(Text of section 206AB can be read [here](#))

As per the latest information available with the depositories (NSDL/CDSL) or by 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 as on record date, the dividend receivable by you would be taxable under the Income Tax Act, 1961 and TDS would be deducted at the rates specified under the provisions of section 206AA of the Income Tax Act, 1961.

Further if a shareholder without having PAN or a valid PAN and also identified as a Specified Person, tax shall be deducted at higher of the either rate provided in section 206AA or in section 206AB of the Income Tax Act, 1961 i.e. 20% of tax deduction at source.

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 Financial Year 2021-22 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, 2021:

- 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 has enabled the shareholder's portal from the date of this communication. You are requested to communicate the changes, if any, to the documents already submitted for the Financial Year 2021-22, during final dividend payout for the FY 2021. If no such communication received before the closure of portal (i.e. October 28, 2021), 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 as **October 27, 2021** to the stock exchanges. The above said documents can be uploaded on the shareholder's portal till October 28, 2021. The portal can be accessed at <https://www.infosys.com/investors/shareholder-services/dividend-tax.html>. No documents will be considered after October 28, 2021. 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