

## Shareholder Communication

### Sub: Infosys Limited Interim Dividend For Financial Year 2024-25 - 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 its meeting held on October 17, 2024, has declared an interim dividend of Rs. 21/- per equity share.

As per the Indian Income-tax Act, 1961 (“the Act”), the dividend paid and distributed by a company is taxable in the hands of shareholders. Therefore, the Company is required to deduct taxes at source (TDS) at the rates applicable on the amount distributed to the shareholders.

As per the latest information available with the depositories (NSDL/CDSL) or the Registrar and Share Transfer Agent (KFin Technologies Limited), you are a **Mutual Fund** specified under clause (23D) of Section 10 of the Act / an **Insurance Company** as specified in Section 194 of the Act. If you remain a shareholder as on record date, the dividend receivable by you would be taxable under 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. 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 Limited (formerly KFin Technologies Private Limited).

The Company has enabled the shareholders portal from the date of this communication. If you have not submitted the following forms or documents earlier for financial year 2024-25 for the purpose of claiming exemption from TDS, you are requested to submit the same at the shareholder portal on or before October 25, 2024:

- 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**

Alternatively, the prescribed forms or documents can also be downloaded through the link given [here](#).

All 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 Act.

You are requested to communicate the changes, if any, to the documents already submitted for the financial year 2024-25 during the last dividend payout. If no such communication is received before the closure of the portal (i.e. October 25, 2024), the tax documents earlier submitted, if any, will be considered for the purpose of tax deduction at source as per tax law.

You may note that the Company has notified the record date for the purposes of interim dividend as October 29, 2024 to the stock exchanges. The above said documents can be uploaded on the shareholders portal till October 25, 2024. The portal can be accessed at <https://www.infosys.com/investors/shareholder-services/dividend-tax.html>. No documents will be considered after October 25, 2024. We request you to take note accordingly.

Please reach out to us at [dividend.tax@infosys.com](mailto: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:

<b>Nature of information</b>	<b>Details</b>
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 Financial Year 2024-25.

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 applies to all DP ID & client ID linked 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:

<b>Nature of information</b>	<b>Details</b>
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 2024-25.

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* >>.

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:

<b>Nature of information</b>	<b>Details</b>
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 2024-25 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: