

Employee's Income Tax Declaration Form
Financial Year 2015-16

Name		mandatory		
Address		mandatory		
Designation		mandatory		
Department		mandatory		
Pan Number	(also provide photo copy of pan card)			mandatory
Contact No.		mandatory		
e-mail ID				
Date of Birth				
S. No.	Description		Amount	
1	Income from Salary			
2	Dividend			
3	Interest			
4	Other Income (specify)			
	Total Earning			
	Income from House Property			
	Annual Value of House Property (as per Income Tax Act)			
	Less:			
	(1) Standard Deduction (as per section 24 (1))			
	(2) Interest on Housing Loan - as per Section 24(2)for Tax Exemption			
	Self occupied property acquired /constructed before 1.4.1999			
	Rs. 30,000/- eligible @ self occupied property acquired/constructed			
	after 1.4.1999 - Rs. 1,50,000/- eligible)			
	A. Amount of Interest for the F. Y. 2015-16			
	B. Amount of Interest for Pre-construction Period (as per Income Tax Rules)			
	Total Income from House Property			
S. No.	Description of Investment	Documents Required	Max Limit	Amount
1	HRA: Rent Paid to Land Lord	Original Rent Receipt every month (with revenue stamp above Rs. 4999/- or rent agreement receipt should contain PAN no. of land lord if rent exceed Rs. 1,00,000/- per year	----	
2	New Pention Plan-80CCD(1)	Copy of payment receipt/ Passbook	100,000	
3	New Pention Plan-80CCD(1B)	Copy of payment receipt/ Passbook	50,000	
4	Mediclaime 80-D	Policy Copy or Premium Certificate	25,000	
5	Mediclaime 80-D (Parents Sen. Citizen)	Policy Copy or Premium Certificate	30,000	
6	Preventive Health Checkup(for family/parents)	Original Medical Bills	5,000	
7	Mediclaime expenditure for parents(very senior citizen)	Original Medical Bills	30,000	
8	Interest on Housing Loan(prior to 1.4.99)	Certificate rom Bank/Financial Institute	30,000	
9	Interest on Housing Loan(after 1.4.99)	Certificate rom Bank/Financial Institute	200,000	
10	Expenditure on dependent with disability (75000/- to 125000/-)	Certificate from prescribed authority in form 10-1A sec 80DD	125,000	
11	Expenses on specified disease-80DDB	Certificate from prescribed authority in form 10-1A	80,000	
12	Himself with disability(Rs. 75000/- to Rs. 125000/-)		125,000	

Description u/s 80 C				
S. No.	Descriptoin of Investment	Documents Required	Max Limit	Amount
1	Public Provident Fund	Copy of payment receipt/ Passbook		
2	Life Insurance Premium/ Ulip	Copy of Premium Payment Receipt		
3	Repayment of Housing loan Principal	Certificate from Bank/Financial Institute		
4	Mutual Fund (Equity) (sec 10(23D)	Statement of Holding		
5	NSC purchased during the year	Copy of NSC certificate		
6	Interest on NSC purchased	Stateement regarding date of purchase and amount		
7	Tuition fee (upto 2 children)	Copy of payment receipt from school		
8	National Saving Scheme	Copy of NSS certificate		
9	Bank fix Deposit(more than 5 yrs)	Copy of FD receipt		
10	Sukanya Samridhi Account	Copy of Deposit receipt		

Please Note:

1. Deduction under section 80C+80CCC+80CCD(1) cann't exceed Rs. 1,50,000/- (Section 80CCE)
2. No deduction under section 80CCD(1B) shall be allowed in respect of the amount on which a deduction has been claimed and allowed u/s u/s 80CCD(1)
3. Deduction u/s 80D shall be allowed only if the payment is made by any mode other than cash
4. Maximum deduction u/s 80D shall be allowed only upto Rs. 30,000/- in case of parentds (Senior citizen) & Rs. 25,000/- for family, himself & parents, (Non senior citizen)

Declaration

I, declare that the above statement is true to the best of my knowledge and belief. In the event of any change that may occur during the year pertaining to the information given in the form. I undertake to inform the same to the company. Income tax liability arising due to failure, if any, for not making / not intimating payment/ investment made or proposed to be made by me/ and/ or any wrong declaration would be my responsibility.

I further undertake to provide all documentary proofs of payment made by me before 15th February 2016 and if I fail to do so, the company can make full deduction of income tax dues from February 2016 & March 2016 salary

Date:

Signature of Employee