

Declaration Format for Claiming Deduction from Salary for F.Y. 2016-17 (A.Y 2017-18)

PLEASE NOTE:

- » PAN & Address are mandatory. Please do not fail to furnish the same.
- » Please indicate details of your investments in appropriate columns only.

(1) Full Name:

Mr. /Mrs./Ms. _____

Address:- _____

Department _____ Designation _____

Unit _____

Contact No. _____ Male / Female _____

Email Id _____

Date of Birth _____ Date of Joining _____

(2) Income Tax Permanent A/c. (PAN) No. : _____

(MANDATORY) Please provide Xerox of PAN Card.

Deduction available from salary income under chapter VI A:

| Sr. No. | Description of Investment | Documents Required | Maximum Limit (Rs.) | Amount in Rs. |
|---------|--|---|-------------------------------------|---------------|
| 1 | House Rent paid to the Landlord | Original Rent Receipts every month (with Revenue Stamp above Rs. 4999/-) or Rent Agreement. Receipt should contain PAN of Landlord if Rent for the year exceeds one Lakh. | Nil | |
| 2 | New Pension Plan-80CCD(1) | Copy of Payment Receipt / Passbook | 150,000/- or 10% of Basic Pay + D.A | |
| 3 | New Pension Plan-80CCD(1B) | Copy of Payment Receipt / Passbook | 50,000/- | |
| 4 | Mediclaime – 80D (Self, Family & Parents) | Mediclaime Policy Copy or Premium Certificate | 25,000/- | |
| 5 | Mediclaime – 80D (Self, Family & Parents Sen. Citizen) | Mediclaime Policy Copy or Premium Certificate | 30,000/- | |
| 6 | Preventive Health Check-up for Himself & Family & parents (Senior Citizen or Not)-80D | Original Medical Bills | 5,000/- | |
| 7 | Medical Expenditure for Himself, Family, Parents (Sen. Citizen or not) (not having Mediclaime Policy) -80D | Original Medical Bills | 30,000/- | |
| 6 | Interest on Housing Loan (Loan taken prior to 01/04/99) | Certificate from Bank / Financial Institution | 30,000/- | |
| 7 | Interest on Housing Loan (Loan taken after 01/04/99) | Certificate from Bank / Financial Institution | 2,00,000/- | |
| 8 | Expenditure on Maintainence or Medical treatment being Dependand with – Disability Rs. 75,000 – Several Disability Rs. 1,25,000-80DD | Certificate from Prescribed Authority in Rule 11A Form No. 10-IA Sec. 80 DD | 75,000/- or 1,25,000/- | |
| 9 | Expense on Dependand for Specified Disease [Very Sen. Citizen ie., (80 years) Rs 80,000 for others Rs 40,000]-80DDB | Prescription from Prescribed Authority in Rule 11DD Sec. 80 DDB | 40,000 or 80,000/- | |
| 10 | Himself with – Disability Rs. 75,000 – Several Disability Rs. 1,25,000-80U | Certificate from Prescribed Authority as per Rule 11A Form No. 10-IA | 75,000/- or 1,25,000/- | |
| 11 | Medical Bill Reimbursement | Original Medical Bills (including Parents, Wife/Husband, Children) | 1250/- every month | |
| 12 | Donations -Section 80 G | Prime Minister Relief Fund Receipt (Employer can Consider only this donation for tax computation purpose of Employee) | Donation Amount | |

Deduction u/s 80C

| Sr. No. | Description of Investment | Documents Required | Maximum Limit (Rs.) | Amount in Rs. |
|---------|--|---|---------------------|---------------|
| 1 | Public Provident Fund | Copy of Payment Receipt / Passbook | | |
| 2 | Life Insurance Premium:- Pension Plan & ULIP | Copy of Premium Payment Receipt | | |
| 3 | Repayment of Housing Loan Principal | Certificate from Bank / Financial Institution | | |
| 4 | Mutual Fund (Equity) (Sec. 10(23D)) | Statement of Holding | | |
| 5 | NSC Purchased during the year | Copy of NSC Certificate/s | | |
| 6 | Interest on NSC Purchased | Statement regarding date of purchase & amount | | |
| 7 | Tuition Fees (Up to Two Children) | Copy of Payment Receipt from School | | |
| 8 | National Saving Scheme | Copy of NSS Certificate/s | | |
| 9 | Bank Fixed Deposit (More than 5 Years) | Copy of FD Receipt | | |
| 10 | Sukanya Samriddhi Account | Copy of Deposit Receipt | | |

Please Note:-

- Deduction under section 80C+80CCC+80CCD(1) can't exceeds Rs 150,000/- (Section 80CCE)
- Deduction of Rs. 50,000/- under section 80CCD(1B) is over & above deductuon under section 80CCD(1). Thus Section 80CCE in point 1. above will not applicable to this deduction.
- Provided 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 80CCD(1)
- Deduction u/s 80D shall be allowed only if the payment is made by any mode other than cash. Exception is only for amount paid for Preventive health check up.
- Maximum Deduction u/s 80D shall be allowed only upto RS 30,000/- in case point 5 & 7 AND RS 25,000/- in any other case.
- For Inerest on housing loan:- provided such acquisition or construction is completed within [three] years from the end of the financial year in which capital was borrowed.

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 Febuary 2017 and if I fail to do so, the company can make full deduction of income tax dues from Febuary 2017 & March 2017 salary.

Date : _____

Sign. of the Employee

For Any Queries Suggestions Please Conact:-

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(Management Accountant)
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