

Declaration Form for the purpose of Income Tax

for the Financial Year **2024-25** (Assessment Year **2025-2026**)

Emp.ID:

NAME:

DEPARTMENT:

Sr. Citizen: Yes/No

DESIGNATION:

PAN NO.:

Tax Calculation (please tick one option) ☐ **Old Tax Regime** ☐ **New Tax Regime**

DETAILS OF CLAIMS AND EVIDENCE THEREOF			
Sl.No.	Nature of Claim	Amount (Rs.)	Evidence/particulars
(1)	(2)	(3)	(4)
1.	House Rent Allowance: Rent paid to the Landlord Name of the Landlord Address of Landlord Permanent Account Number or Aadhaar Number of the Landlord (Note: Permanent Account Number or Aadhaar Number shall be furnished if the aggregate rent paid during the previous year exceeds one lakh rupees.		
2	Leave Travel Concessions or Assistance		
3	Deduction of Interest on borrowing: Interest payable/paid to the lender Name of the lender Address of the lender Permanent Account Number or Aadhaar Number of the Lender Financial Institutions (if available) Employer (If available) Others		
4	Deduction under Chapter VI-A Section 80C, 80CCC and 80CCD Section 80C (a) (b) © (d) (e) (f) (g) Section 80CCC Section 80ccD Other sections (e.g. 80D, 80 DD, 80E, 80G, 80U, 80EEB, 80GG, 80TTA, etc.) under chapter VI-A		

	Section.....		
	Section.....		
	Section.....		
	Section.....		
	Section.....		
	Section.....		
	Section.....		
	Section.....		
	Section.....		
	Section.....		

Verification

I _____ son/daughter of _____ do
hereby certify that the information given above is complete and correct.

The self-attested documentary proof for claiming the benefits of various savings / investments already made or likely to be made, will be submitted by 31st January 2025, failing which the tax may be recovered from me by nullifying the savings / investments stated in declaration form.

In case of payment/ contribution/ investments, I will produce the original document for verification, whenever it will be asked for.

Note: Tax (tentative) will be deducted on the basis of above declaration up to January 2025. From February 2025 onwards, tax will be deducted as per applicable rates, if details of savings supported with self-attested documentary proof are not submitted by 31st January 2025.

Place _____

Date _____

(Signature of the employee)

Designation _____

Full Name _____