

# Income Tax Statement for the Financial Year 2021-22

(Assessment Year 2022-2023)

Name of Employee:

PAN:

Designation:

Office:

Category: Individual (Age: below 60 years)

Income Tax Slab: OLD Regime (Slab 2019-20)

to be furnished by the employees / officers whose income exceeds Rs. 2,50,000/-

|                                                                                  |                                                                                                   |                                                                                                                                                        |                                   |                                                      |  |
|----------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|------------------------------------------------------|--|
| <b>1</b>                                                                         | <b>a</b>                                                                                          | Gross Salary / Pension for the month : (includes Basic Pay, DA, HRA, CCA, Interim Relief, OT Allowance, Deputation Allowance, Medical Allowance, etc.) |                                   |                                                      |  |
|                                                                                  |                                                                                                   | April - 2021                                                                                                                                           |                                   |                                                      |  |
|                                                                                  |                                                                                                   | May - 2021                                                                                                                                             |                                   |                                                      |  |
|                                                                                  |                                                                                                   | June - 2021                                                                                                                                            |                                   |                                                      |  |
|                                                                                  |                                                                                                   | July - 2021                                                                                                                                            |                                   |                                                      |  |
|                                                                                  |                                                                                                   | August - 2021                                                                                                                                          |                                   |                                                      |  |
|                                                                                  |                                                                                                   | September - 2021                                                                                                                                       |                                   |                                                      |  |
|                                                                                  |                                                                                                   | October - 2021                                                                                                                                         |                                   |                                                      |  |
|                                                                                  |                                                                                                   | November - 2021                                                                                                                                        |                                   |                                                      |  |
|                                                                                  |                                                                                                   | December - 2021                                                                                                                                        |                                   |                                                      |  |
|                                                                                  |                                                                                                   | January - 2022                                                                                                                                         |                                   |                                                      |  |
|                                                                                  |                                                                                                   | February - 2022                                                                                                                                        |                                   |                                                      |  |
|                                                                                  |                                                                                                   | March - 2022                                                                                                                                           |                                   |                                                      |  |
|                                                                                  |                                                                                                   | <b>2</b>                                                                                                                                               | <b>b</b>                          | Leave Surrender                                      |  |
|                                                                                  |                                                                                                   |                                                                                                                                                        | <b>c</b>                          | Festival Allowance / Bonus / Ex-gratia and Incentive |  |
| <b>d</b>                                                                         | Pay Revision Arrears, DA Arrears, Other Arrears, Deferred Payment                                 |                                                                                                                                                        |                                   |                                                      |  |
| <b>e</b>                                                                         | <b>Total Salary Income (a+b+c+d)</b>                                                              |                                                                                                                                                        |                                   |                                                      |  |
| Deduct: HRA in the case of persons who actually incur expenditure by way of Rent |                                                                                                   |                                                                                                                                                        |                                   |                                                      |  |
| <b>3</b>                                                                         | <b>i</b>                                                                                          | Actual HRA Received the year                                                                                                                           |                                   |                                                      |  |
|                                                                                  | <b>ii</b>                                                                                         | Actual rent paid in excess of 1/10 th of the salary (Basic Pay + DA)                                                                                   |                                   |                                                      |  |
|                                                                                  | <b>iii</b>                                                                                        | 40% of the salary (Basic Pay + DA)                                                                                                                     |                                   |                                                      |  |
|                                                                                  | (i) to (iii) whichever is least is exempted                                                       |                                                                                                                                                        |                                   |                                                      |  |
| <b>4</b>                                                                         | <b>Balance (1-2)</b>                                                                              |                                                                                                                                                        |                                   |                                                      |  |
| <b>5</b>                                                                         | <b>Deduct:</b>                                                                                    | <b>a</b>                                                                                                                                               | Standard Deduction (Rs. 50,000/-) |                                                      |  |
|                                                                                  |                                                                                                   | <b>b</b>                                                                                                                                               | Conveyance Allowance              |                                                      |  |
|                                                                                  |                                                                                                   | <b>c</b>                                                                                                                                               | Professional Tax Paid             |                                                      |  |
| <b>6</b>                                                                         | <b>Net Salary Income (3-4)</b>                                                                    |                                                                                                                                                        |                                   |                                                      |  |
| <b>7</b>                                                                         | Deduct interest on HBA (Max Rs. 30,000 before 1.4.1999 or 2 Lakh. Sec 24(b))                      |                                                                                                                                                        |                                   |                                                      |  |
| <b>8</b>                                                                         | Any other income (Business, Capital Gains or Other Sources)                                       |                                                                                                                                                        |                                   |                                                      |  |
| <b>9</b>                                                                         | <b>Gross Total Income (5-6+7)</b>                                                                 |                                                                                                                                                        |                                   |                                                      |  |
| <b>9</b>                                                                         | (a) Health Insurance - Mediciclaim (maximum of Rs. 25,000 / 50,000 + parents Rs. 25,000 / 50,000) |                                                                                                                                                        |                                   |                                                      |  |
|                                                                                  | (b) Expense on treatment of mentally or physically handicapped dependents                         |                                                                                                                                                        |                                   |                                                      |  |
|                                                                                  | (c) Expenditure on medical treatment of the employee for specified deceases                       |                                                                                                                                                        |                                   |                                                      |  |
|                                                                                  | (d) Interest on Educational Loan for higher education for self or dependent children              |                                                                                                                                                        |                                   |                                                      |  |
|                                                                                  | (e) Donation to various charitable and other funds including PMs National Relief Fund             |                                                                                                                                                        |                                   |                                                      |  |
|                                                                                  | (f) Contribution made to political party / electoral trust                                        |                                                                                                                                                        |                                   |                                                      |  |
|                                                                                  | (g) Deduction for person with disability [Rs. 75,000; if disability over 80% Rs. 1.25 lakh]       |                                                                                                                                                        |                                   |                                                      |  |
|                                                                                  | (h) Subscription to long term infrastructure Bonds u/s.80CCF [max. Rs. 20,000/-]                  |                                                                                                                                                        |                                   |                                                      |  |
|                                                                                  | (i) Remaining Contribution to NPS (Max Rs.50,000)                                                 |                                                                                                                                                        |                                   |                                                      |  |
|                                                                                  | (j)                                                                                               |                                                                                                                                                        |                                   |                                                      |  |
|                                                                                  | (k)                                                                                               |                                                                                                                                                        |                                   |                                                      |  |
| <b>TOTAL</b>                                                                     |                                                                                                   |                                                                                                                                                        |                                   |                                                      |  |

|    |                                                                                     |          |
|----|-------------------------------------------------------------------------------------|----------|
|    | <b>Deductions under section 80C, 80CCC, 80CCD [max. Rs. 1,50,000/-]</b>             |          |
|    | (a) Life Insurance premia of self, spouse or children                               |          |
|    | (b) Purchase of NSC VIII issue                                                      |          |
|    | (c) Contribution to GPF (Subscription, DA Arrear, Pay Revision Arrear, etc)         |          |
|    | (d) Contribution to SLI, GIS, FBS, GPAIS, etc (Total)                               |          |
|    | (e) Term deposit with Scheduled Bank for a fixed period of not less than 5 years    |          |
|    | (f) Purchase of tax saving units of Mutual Fund or UTI                              |          |
|    | (g) Tution fees for full-time education to any 2 children                           |          |
|    | (h) Housing Loan Repayment (Principal) and Stamp duty paid for purchase of property |          |
| 10 | (i) Subscription to equity shares or debentures of an eligible issue                |          |
|    | (j) Contribution to PPF account of Self, Spouse or Children                         |          |
|    | (k) Subscription of Infrastructure Bonds of NABARD                                  |          |
|    | (l) Deposit under Seniouir Citizen Saving Scheme                                    |          |
|    | (m) Five year Time Deposit in Post Office                                           |          |
|    | (n) Contribution to NPS (Max 10% of Basic+DA)                                       |          |
|    | (o) Payment to Annuity Plan of Pension fund like LIC                                |          |
|    | (p)                                                                                 |          |
|    | (q)                                                                                 |          |
|    | <b>TOTAL</b>                                                                        |          |
| 11 | <b>Total Income rounded off to nearest multiple of ten rupees ( 8 - 9 - 10 )</b>    |          |
| 12 | <b>Tax on Total Income</b>                                                          |          |
| 13 | <b>Less: Rebate for the Income upto 5 Lakhs u/s 87 A ( Max Rs. 12,500 )</b>         |          |
| 14 | <b>Income tax after Rebate ( 12 - 13 )</b>                                          |          |
| 15 | <b>Health and Education Cess [ @ 4% of (14) ]</b>                                   |          |
| 16 | <b>Total Tax Payable ( 14 + 15 )</b>                                                |          |
| 17 | <b>Less: Relief for arrears of salary u/s. 89(1)</b>                                |          |
| 18 | <b>Balance Tax Payable ( 16 - 17 )</b>                                              |          |
| 19 | <b>Amount of Tax already deducted from salary</b>                                   |          |
| 20 | <b>Balance Income Tax to be paid</b>                                                | <b>0</b> |

Place:

Signature:

Date:

#### DECLARATION

(Cases in which the amount of HRA drawn is excluded from the Gross Salary)

I , ... .. , Do hereby declare that I am actually incurring expenditure towards payment of rent of my residential accomodation to House No ..... Place ..... And that the amount of rent actually paid by me during 2021 - 22 is Rs. ... ..

Place:

Signature:

Date:

Countersigned