

# Income Tax Statement for the Financial Year 2024-25

(Assessment Year 2025-2026)

Name of Employee:

PAN:

Designation:

Office:

Category: Individual (Age: below 60 years)

Income Tax Slab: OLD Regime

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

1	a	Gross Salary / Pension for the month : (includes Basic Pay, DA, HRA, CCA, Interim Relief, OT Allowance, Deputation Allowance, Medical Allowance, etc.)		
		March - 2024		
		April - 2024		
		May - 2024		
		June - 2024		
		July - 2024		
		August - 2024		
		September - 2024		
		October - 2024		
		November - 2024		
		December - 2024		
		January - 2025		
		February - 2025		
		b	Leave Surrender	
			Festival Allowance / Bonus / Ex-gratia and Incentive	
Pay Revision Arrears, DA Arrears, Other Arrears				
Excess Pay drawn, Dies non, etc.				
Total Salary Income (a+b+c+d-e)				
2	Deduct: HRA in the case of persons who actually incur expenditure by way of Rent			
	i	Actual HRA Received the year		
	ii	Actual rent paid in excess of 1/10 th of the salary (Basic Pay + DA)		
	iii	40% of the salary (Basic Pay + DA)		
	(i) to (iii) whichever is least is exempted			
3	Balance (1-2)			
4	Deduct:	a	Standard Deduction (Rs. 50,000/-)	
		b	Conveyance Allowance	
		c	Professional Tax Paid	
5	Net Salary Income (3-4)			
6	Housing Loan Interest - Max : Rs. 2 Lakh (Additional Rs. 1.5 Lakh under Section 80EEA)			
7	Any other income (Business, Capital Gains or Other Sources)			
8	Gross Total Income (5-6+7)			
9	(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) Interest paid for Electric Vehicle Loan (Max : Rs. 1.5 Lakh)			
	(k) Interest income from SB, Fixed deposit,... (Max : Rs.10,000/- ; Rs.50,000/- for senior citizen)			
	(l)			
	(m)			
TOTAL				

	Deductions under section 80C, 80CCC, 80CCD [max. Rs. 1,50,000/-]	
	(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 Senior 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	Total Income rounded off to nearest multiple of ten rupees ( 8 - 9 - 10 )	
12	Tax on Total Income	
13	Less: Rebate for the Income upto 5 Lakhs u/s 87 A (Max Rs. 12,500/-)	
14	Income tax after Rebate ( 12 - 13 )	
15	Surcharge [ 10% of (14) if (11) > 50 lakh; 15% >1 crore; 25% >2 crore; 37% >5 crore ]	
16	Health and Education Cess [ @ 4% of (14+15) ]	
17	Total Tax Payable ( 14 + 15 + 16 )	
18	Less: Relief for arrears of salary u/s. 89(1)	
19	Balance Tax Payable ( 17 - 18 )	
20	Income tax deducted from salary, Advance tax paid	
21	Balance Income Tax to be paid	<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 2024 - 25 is Rs. ... ..

Place:

Signature:

Date:

Countersigned