# FORM NO. 16

**[See rule 31(1)(a)]**

## PART B (Annexure)

| Name and address of the Employer | Name and Designation of the Employee |
|---|---|
| | |

| PAN of the Deductor | TAN of the Deductor | PAN of the Employee | |
|---|---|---|---|
| | | | |
| CIT (TDS) | Assessment Year | Period | |
| | | From | To |
| | 2026 - 27 | April-2025 | March-2026 |

### Details of Salary paid and any other income and tax deducted

| | | |
|---|---|---|
| 1. Gross Salary Rs.<br>(a) Salary as per provisions contained in sec.17(1)<br>(b) Value of perquisites u/s 17(2) (as per Form No.12BA)<br>(c) Profits in lieu of salary under section 17(3) (as per Form No.12BA)<br>Total Rs. | | |
| 2. Allowance to the extent exempt u/s 10<br>a) House Rent Allowance<br>b) Other Allowances | | |
| 3. Balance ( 1- 2) | | |
| 4. Deductions<br>a) Standard Deduction<br>b) Conveyance Allowance<br>c) Prof. Tax on Employment | | |
| 5. Aggregate of 4(a), (b) and (c) Rs. | | |
| 6. Income chargeable under the head Salaries (3-5) | | |
| 7. Deduct: interest on HBA | | |
| 8. Add: Any other income reported by the employee | | |
| 9. Gross total income (6-7+8) | | |
| 10. Deductions under Chapter VIA<br>(A) Sections 80C, 80CCC and 80CCD | Gross Amount | Deductible Amount |
| Life Insurance premia of self, spouse or children<br>Purchase of NSC VIII issue<br>Contribution to GPF (Subscription, DA Arrear, Pay Revision Arrear, etc)<br>Contribution to SLI, GIS, FBS, GPAIS, etc (Total)<br>Term deposit with Scheduled Bank for a fixed period<br>Purchase of tax saving units of Mutual Fund or UTI<br>Tution fees for full-time education to any 2 children<br>Housing Loan Repayment (Principal)<br>Contribution to PPF account of Self, Spouse or Children<br>Five year Time Deposit in Post Office<br>Contribution to NPS (Max 10% of Basic+DA) | | |

| | | |
|---|---|---|
| Payment to Annuity Plan of Pension fund like LIC | | |
| Total amount u/s 80C, 80CCC and 80 CCD is Rs. | | |
| (B) Other sections (e.g. 80E, 80G etc.) under Chapter VI-A | Gross Amount | Deductible Amount |
| Health Insurance - Mediclaim<br>Expense on treatment of mentally or physically handicapped dependents<br>Expenditure on medical treatment of the employee for specified deceases<br>Interest on Educational Loan for higher education<br>Donation to various charitable and other funds [FLOOD]<br>Deduction for person with disability<br>Interest paid for Electric Vehicle Loan<br>Interest income for SB, Fixed deposit, ...<br>Remaining Contribution to NPS (Max Rs.50,000)<br>NPS - Employer's Contribution | | |
| TOTAL | | |
| 11. Aggregate of deductible amount (10A + 10B) | | |
| 12. Total Income rounded off to nearest multiple of ten rupees ( 9 - 11 ) | | |
| 13. Tax on Total Income | | |
| 14. Less: Rebate for the Income upto 12 Lakhs u/s 87 A | | |
| 15. Income tax after Rebate ( 13 - 14 ) | | |
| 16. Health and Education Cess [ @ 4% of (15) ] | | |
| 17. Total Tax Payable ( 15 + 16 ) | | |
| 18. Less: Relief for arrears of salary u/s. 89(1) | | |
| 19. Total Income Tax for the Year (17-18) | | 0 |

## Verification

I, ..... ..... ..... ..... ..... ..... ..... ..... ..... ..... ..... ..... , son/daughter of ..... ..... ..... ..... ..... ..... ..... ..... ..... ..... working in the capacity of ..... ..... ..... ..... ..... ..... ..... ..... ..... ..... ..... ..... (designation) do hereby certify that the information given above is true, complete and correct and is based on the books of account, documents, TDS statements, and other available records.

Place: ..... ..... ..... ..... ..... ..... ..... .....

Date: ..... ..... ..... ..... ..... ..... ..... .....

(Signature of person responsible for deduction of tax)

Designation: ..... ..... ..... ..... ..... ..... ..... .....

Full Name: ..... ..... ..... ..... ..... ..... ..... ..... ..... ..... .....