

TIME BOUND

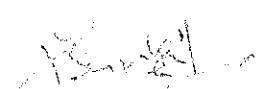
THE COMMISSIONER OF INDUSTRIES  
GOVERNMENT OF NCT OF DELHI  
PLOT NO.419, FIE, PATPARGANJ, DELHI

NO.F.1/CI/Accounts/IT Saving/2019-20/154-66

Dated: 23/09/2019

CIRCULAR

All the Officers/Officials whose annual income exceeds Rs. 2,50,000/- are requested to furnish their Income/Savings details in the enclosed proforma to the Accounts Branch **latest by 07/10/2019** for calculation of Income Tax for the Financial Year 2019-20. In case no details of Income/Savings are furnished, tax will be deducted as per available details in the Branch without any further communication.

  
(R.K. BANSAL)  
FINANCE OFFICER

To

All the Branch In-Charges

1. Pr. Branch of CI
2. Spl. CI-II
3. DCI (HR)
4. DCI (Vigilance)
5. DCI(FM)
6. DCI (MSME)
7. DCI (Policy)
8. DCI (DKVIB)
9. A.D (Plg.)
10. Computer Branch

ACCOUNTS BRANCH CODE NO.									
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**SAVINGS DECLARATION FOR CALCULATION OF INCOME TAX FOR THE FY 2019 -- 20**

1	PAN NO.								
2	Name (in block capitals)								
3	Designation								
4	Mobile No.								
5	Residential Address : (If claiming exemption of HRA u/s 10, Please get the <u>address verified from Admn Branch</u> as per <u>Service Book</u> )								
6	Whether any conveyance provided								
7	Whether receiving HRA or not							YES / NO	
8	Whether claiming exemption in r/o HRA U/S 10							YES / NO	
9	If yes, the amount of rent paid and to be paid during (2019-20) (Original rent receipts from land lord for July 2019   and Jan, 2020 [Also attach declaration in Form No. 10BA as per specimen given herein below]							YES / NO	
10	Any other income that to be included for I.Tax :- 1. Honorarium Rs...., 2. Interest on NSC Rs... 3. Interest from Bank Deposits Rs... 4. Rental Income Rs... 5. Pension Rs... 6. Any Other Income (Pl Specify _____) Rs..								Rs.
11	For deductions under Section 24, 80D, 80DD, 80 DDB, 80G, 80U:								
	i. Interest on borrowed capital [24] (Please attach computation (in case of HBA/Certificate from Financier.								Rs.
	ii. Medical insurance paid through any mode other than cash [80 D] (Max. Rs. 25000)								Rs.
	iii. Expenditure on treatment/maintenance/rehabilitation of any dependant who is suffering from permanent disability (attach copy of certificate issued by medical authorities in the prescribed forms & manner) (80DD)(Rs.75,000/1,125,000/-)								Rs.
	iv. Special deduction to parent or guardian of a patient suffering from Cancer or AIDS on treatment {actual or Max. Rs. 40000} (if such dependant is a Sr. Citizen {Actual or Max. Rs. 60000} subject to any amount received through Med. Insurance [80 DDB]								Rs.
	v. Donations through cheque to specified charitable institutions (to furnish certificate from donor) {50 % or 100% as the case may be } (80G)								Rs.
	vi. Assessee with disabilities - {Should attach copy of certificate issued by medical authorities in the prescribed form & manner} (Rs.75,000/1,25,000/- (80U)								Rs.
12	Deduction under Section 80C, 80CCC, 80CCD - subject to Max. Rs.1.5 lakh								
	i G.P.F.								
	ii CGEGIS/CGIS								Rs.
	iii P.P.F.								Rs.
	iv P.LI.- A/c No.								Rs.
	v Tuition fee paid (Limited to 2 children) {Certificate from the school/college be attached}								Rs.

vi	N.S.C. VIII Issue	NSC No	Date	Amount	Rs.
vii	Mutual Fund				Rs.
viii	Life Insurance prem. (limited to 10% of sum assured and persons with severe disability limited to 15%) (80C(3) & 80C(3A) / Pension Plan				Rs.
	1) Policy No.....Date.....		Rs.		
	2) Policy No.....Date.....		Rs.		
	3) Policy No.....Date.....		Rs.		
	4) Policy No.....Date.....		Rs.		
	5) Policy No.....Date.....		Rs.		
	Total Life Insurance premium:-			Rs.	
ix	Fixed Deposit for a minimum period of 5 years in the State Bank of India or Public Sector Bank or Schedule Bank or Post Office Five Year Tax Saving Scheme.				Rs.
x	Repayment of House Building loan (Principal amount) from Govt./Bank/LIC/Coop Bank/ Housing Board/Development authority				Rs.
xi	ULIP				Rs.
xii	Additional saving under NPS fund subject 50,000/- (maximum)				Rs.
xiii	Subscription to any savings certificate specified by the Govt.				Rs.
xiv	Contribution to the New Pension Scheme, limited to 10% of salary				Rs.
xv	Subscription to any such deposit scheme of public sector company of any authority constituted in India which is engaged in long-term financing or construction / purchase of house for residential purpose or any authority constituted in India for the purpose of planning, development, improvement of cities etc.				Rs.
xvi	Subscription to any special security/deposit scheme of the Central Govt.				Rs.
xvii	Subscription to equity shares/debentures forming part of any "eligible issue of capital"				Rs.
xviii	Accrued interest on NSC (please furnish details as under)				Rs.
	S.No	Year of purchase	Certificate No & Date	Amount	Interest
					Rs.
					Rs.
					Rs.
Total Deductions under Section 80C, 80CCC, 80CCD(From Column 12(i) to 12(xx) :-					Rs.

Certified that all expenditure/savings mentioned hereina above are met out from my salary received during financial year 2019-20 the payments were made through Cheque.

#### UNDERTAKING

I hereby undertake that I will submit the proof of followings before 31<sup>th</sup> Jan. 2020

S.No.	Name of Instruments	Amount
1.		Rs.
2.		Rs.
3.		Rs.
4.		Rs.
TOTAL:		Rs.

Signature .....

Name .....

Designation .....

NOTE : Self attested Photostat copies of all the documents are to be attached and to be shown in original for verification on demand.