

Declaration for Leave Encashment / Gratuity

I, _____ S/o / D/o / W/o _____ residing at

_____ hereby declare that:

Leave Encashment

[Please tick ✓ that is applicable to you]

☐ I have not received tax benefit on Leave Encashment from any of my previous employer(s)

☐ I have received tax benefit on Leave Encashment from my previous employers prior to Accenture as below

Sl. No.	Name of the Company	Tax-free Leave Encashment	I understand that Accenture may or may not grant me tax exemption on my Leave Encashment based on the organization's discretion by discharging DDO responsibilities.
Total			

Gratuity

☐ I have not received tax benefit on Gratuity from any of my previous employers prior to Accenture.

☐ I have received tax benefit on Gratuity from my previous employers prior to Accenture as per below details:

Sl. No.	Name of the Company	Tax-free Gratuity	I understand that Accenture may or may not grant me tax exemption on my Gratuity based on the organization's discretion by discharging DDO responsibilities.
Total			

I also hereby solemnly declare that the information provided by me in this declaration is true to the best of my knowledge and belief.

I further hereby agree to indemnify Accenture against any claims or losses, whatsoever that may arise in this connection. I will be wholly and solely be responsible for any queries from the Income Tax or other statutory departments.

Signature with date

Full Name:

Employee No.

Date:

Place: