

Rent Receipt Template	
1. Employee details	
Employee ID	40027321
Full Name	Pandravada Sri Venkata Rajaram Akhil
2. Address of the rented house	
I Block – 406, Novus Florence Village Apartments, Gangavaram Port Road.Gajuwaka	
CITY: Visakhapatnam	
STATE: Andhra Pradesh	PIN CODE:530044
3. Rent details	
Received with thanks from (employee name) Mr./Ms. Pandravada Sri Venkata Rajaram Akhil	
sum of Rs. 40800	
(Rupees Forty Thousand and Eight Hundred only)	
towards the rent of the above-mentioned residential premises for the month of 07/2022 – 09/2022	
Mode of Payment (Cash/Cheque/Online): Online Payment Dated: 02-07-2022	
4. Landlord Details	
Permanent account number (PAN)	AVTPK4979L
Full Name	kommu lydia grace
Landlord Signature and Date	
<p>Note: The HRA tax benefit is applicable only for the amount paid towards rent. Payment towards other expenses like maintenance, water, electricity, food, security deposits, late payment charges etc. are excluded. If other expenses are being paid along with the rent, the rent receipt should contain a break-up of all the components paid.</p>	