

Employee Number _____

RENT RECEIPT

(All details are mandatory)

Received from (Employee Name)	
Rent (excluding maintenance) per month	₹
Maintenance amount per month	₹
Month & Year for which Rent is paid	
Address of the Property where Employee is Residing (Complete Address)	
Residing from (Month & Year)	

DETAILS OF LANDLORD/LADY (OWNER)

Name of the Landlord/Lady	
Address (Complete Address)	
PAN of the Owner # (In case Land owner does not have a PAN, please submit a declaration)	
Contact Details:	
Date :	(Owner's Signature)
Place :	

Owner's Permanent Account Number (PAN) is mandatory if the rent is more than ₹ 1,00,000 per annum (₹ 8,333 per month)

Declaration by the employee:

I, _____ do hereby declare that what is stated above is true to the best of my knowledge and belief.

I also agree to inform Infosys if there is any change in the rent paid, location, period of residence or any other information which are relevant in computing my House Rent Exemption.

Employee's signature:

Date:

Place: