

Rent Receipt Template

1. Employee details

Employee ID

E5547275

Full Name

AMAN SALARIA

2. Address of the rented house

SECTOR 58 MOHALI, ROYAL LODGE BUILDING
Room #24

CITY: MOHALI

STATE: PUNJAB PIN CODE: 160059

3. Rent details

Received with thanks from (employee name) Mr./Ms.

sum of Rs. 49,200 /-

(Rupees FORTY NINE THOUSAND TWO HUNDRED only)

towards the rent of the above mentioned residential premises for the month of <MM/YYYY> 01-APRIL-2020
30-SEPT-2020

Mode of Payment (Cash/Cheque/Online): Payment Dated:

4. Landlord Details

Permanent account
number (PAN)

Full Name

LADDI ARORA

Landlord Signature
and Date

01 JAN, 2021

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.

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01-OCT-2020
31-MAR-2021

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Full Name

LADDI ARORA

Landlord Signature
and Date

1 JAN, 2021



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