**NO PAN DECLARATION**

To CIEL HR Services Private Limited/entities under CIEL group

(Referred to as “company”)

This is to confirm that –

1. I do not hold Permanent Account Number (PAN) as issued by Income Tax Department
2. Due to absence of this, the company will not be able to deduct TDS/issue form 16 to me for any salary that I will get from the company
3. Further, the company may deduct TDS at the rate of from my salary as per tax laws due to absence of PAN. In that case, I will not be able to claim the TDS and request for form 16 due to non-availability of PAN.
4. In case I obtain PAN subsequently, I will ensure that I submit the same to the company. In that event, TDS deducted and salary credited from the quarter in which I submit a copy of PAN and onwards will only be reflected in my form 16. The company reserves the right to do any retrospective correction.
5. I shall not hold the company/any other company where I am deployed by the company responsible for not getting TDS credit/form 16/any other benefit that PAN holders receive.

Name of the employee : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Employee Code : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address of the employee : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact No : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Employee Signatory : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_