

FORM 16 | PART B Certificate under section 203 of the Income-tax Act, 1961 Assessment Year: 2024-25 Financial Year: 2023-24

1. Personal Information

- **Employee Name:** Sneha Gupta
- **Designation:** Senior Content Strategist
- **Employee ID:** CP-2024-X
- **Gender:** Female
- **Date of Birth:** 15-August-1992
- **PAN Number:** FGHI56789K
- **Aadhaar Number:** XXXX-XXXX-9988 (Linked)
- **Residential Address:** Flat 12, Ocean View Apartments, Versova, Andheri West, Mumbai - 400061, Maharashtra.
- **Contact Number:** +91-98765-43210
- **Email:** sneha.gupta@creativepulse.com

2. Employer Information

- **Company Name:** Creative Pulse Digital Agencies Pvt Ltd
- **TAN (Tax Deduction Account Number):** MUMC98765G
- **PAN of Employer:** AAACC1234H
- **Registered Office:** 45, High Street, Bandra West, Mumbai, Maharashtra - 400050.
- **Nature of Business:** Digital Marketing & Advertising Services.

3. Employment Period

- **Period of Employment:** 01-Apr-2023 to 31-Mar-2024
- **Status:** Active

4. Gross Salary Annexure

Breakdown of earnings paid to the employee during the Financial Year.

Month	Basic Salary	HRA	Special Allowance	LTA	Monthly Gross
April-23	60,000	30,000	10,000	0	1,00,000
May-23	60,000	30,000	10,000	0	1,00,000
June-23	60,000	30,000	10,000	0	1,00,000
July-23	60,000	30,000	10,000	0	1,00,000
Aug-23	60,000	30,000	10,000	0	1,00,000
Sep-23	60,000	30,000	10,000	0	1,00,000
Oct-23	60,000	30,000	10,000	0	1,00,000
Nov-23	60,000	30,000	10,000	0	1,00,000
Dec-23	60,000	30,000	10,000	25,000	1,25,000
Jan-24	60,000	30,000	10,000	0	1,00,000
Feb-24	60,000	30,000	10,000	0	1,00,000
Mar-24	60,000	30,000	10,000	0	1,00,000
TOTAL	7,20,000	3,60,000	1,20,000	25,000	12,25,000

Summary of Salary Income:

- (a) Gross Salary per provisions of section 17(1): ₹ 12,25,000
- (b) Value of perquisites u/s 17(2): ₹ 0
- (c) Profits in lieu of salary u/s 17(3): ₹ 0
- Total Gross Salary: ₹ 12,25,000

5. Allowances Exempt under Section 10 The following components of the salary are exempt from tax:

1. **House Rent Allowance (HRA) Exemption (u/s 10(13A)):**
 - Rent Paid: ₹ 15,000 per month (₹ 1,80,000 annually)
 - City: Mumbai (Metro - 50% Basic considered)
 - **Exemption Allowed: ₹ 1,80,000**
2. **Leave Travel Allowance (LTA) Exemption (u/s 10(5)):**
 - Trip Details: Mumbai to Delhi (Family Trip in Dec 2023)
 - **Exemption Allowed: ₹ 25,000**

Total Exemptions (Section 10): ₹ 2,05,000

6. Deductions under Chapter VI-A Based on investment proofs submitted by the employee.

A. Section 80C (Limit ₹ 1.5 Lakhs) | Investment Type | Policy/Account No. | Amount || :--- | :--- | :--- ||
Employee Provident Fund (EPF) | MH/BAN/12345/882 | ₹ 86,400 || Public Provident Fund (PPF) | SBI A/c
30987654321 | ₹ 50,000 || LIC Life Insurance Premium | Pol No. 998877665 | ₹ 13,600 || **Total 80C Claimed | ₹ 1,50,000 |**

B. Section 80D (Health Insurance)

- **Policy Name:** Star Health Family Optima
- **Policy Number:** P/1234/5678/2024
- **Premium Paid:** ₹ 25,000 (Self & Spouse)
- **Deduction Allowed:** ₹ 25,000

C. Section 80E (Education Loan Interest)

- **Lender:** HDFC Bank (Loan A/c: EDU554433)
- **Purpose:** MBA Education (Self)
- **Interest Paid this Year:** ₹ 42,000

Total Deductions (Chapter VI-A): ₹ 2,17,000

7. Computation of Total Income

Description	Calculation	Amount (₹)
Gross Salary	(From Page 2)	12,25,000
Less: Exemptions u/s 10	(From Page 3)	(2,05,000)
Less: Standard Deduction	(u/s 16(ia))	(50,000)
Less: Professional Tax	(u/s 16(iii))	(2,500)
Income Chargeable under "Salaries"		9,67,500
Less: Chapter VI-A Deductions	(From Page 3)	(2,17,000)
TOTAL TAXABLE INCOME		7,50,500