

POI Submission Hand Book Financial Year 2021-22 Assessment Year 2022-23

SL No	Particulars	Pointers
	House Rent Allowances	
1	Rent Payments	<p>Monthly rent receipts & Rental Agreement to be Submitted The following information is mandatory in the rent receipt.</p> <p>a.Name and address of landlord and landlord's signature</p> <p>b.PAN card of Landlord or self-declaration in case no PAN, if the annual rent amount is greater than Rs 1 Lakh. Revenue stamp to be affixed for the cash payments.</p>
2	Interest On House Property	
a	Interest on a Self-Occupied Property's Housing Loan	<p>The financial institution/ bank has an interest certificate with the total interest and due/principal paid for the FY.</p> <p>Self-declaration with information of occupation or completion certificate of the residential property from the builder</p> <p>Maximum Limit -Rs 200000/-</p>
b	Income/Loss from a House Property that is rented out	<p>The total interest and principal paid/due for the financial year on interest certificate from the financial institution/ bank.</p> <p>Self-declaration from the employee with information of occupation or completion certificate of the residential property from the builder.</p> <p>Calculation of rental income and loss in detail.</p>
	Chapter V1 A Deductions	
3	80C	Maximum limit Rs 150000 80C, 80CCC, 80CCE
a	Fixed Deposits with Scheduled Banks that Save You Money on Taxes	Submit FD Copy as Proof
b		
c	Tuition fees of children.	<p>Tuition fees paid by an individual to any university, college, school or other educational institution situated in India, for full time education of any 2 of his/her children</p> <p>Donations, development fees /Capitation fees, Uniform fees, Sports fees, Van fees and other forms of payment are not permitted.</p>
d	Contribution to Pension Fund	Premium receipts in the name of the self, spouse, and children paid during the current FY.
e	NSC-National Savings Certificates (VIII Issue)	Copy of National Savings Certificate (NSC) in employee's name.
f	Interest earned on NSC deposited in previous financial years.	A copy of the NSCs purchased in past financial years.
g	PPF	<p>Interest will also be counted as additional income.</p> <p>Copy of deposit receipt For the current financial year or a copy of a passbook marked with the PPF account or Public Provident Fund scheme.</p>
h	Term Deposit at the Post Office with a term of more than 5 years.	Copy of the deposit receipt.
i	Equity Linked Saving Scheme (ELSS)	<p>A copy of the investment certificate with the employee's name, the date of the investment, the amount invested, and the type of investment.</p> <p>Only investments made through a Tax Savings Fund or Plan will be taken into account.</p>
j	Kisan Vikas Patra	Copy of the deposit receipt.
k	Life Insurance Premium	On life of Employee, Employee's spouse and any child of Employee
l	Long term Infrastructure Fund	Copy of Bond /Deposit Certificate
m	Mutual Funds that Save Money on Taxes	<p>A copy of the investment certificate with the employee's name, the date of the investment, the amount invested, and the type of investment.</p> <p>Only investments made through a Tax Savings Fund or Plan will be taken into account.</p>
n	NABARD Rural Bonds	Copy of Bond /Deposit Certificate
o	National Pension Scheme	Pension Scheme Document
p	National Housing Board Scheme	Copy of Bond /Deposit Certificate
q	PPF	Duplicate a stamped deposit receipt from the current financial year or a copy of a passbook marked with the PPF account or Public Provident Fund scheme.
r	Repayment of the Housing Loan Principal	<p>Interest certificate from financial institution/bank , with the total interest and due/principal paid for the FY.</p> <p>Self-declaration from the employee with information of occupation or completion certificate of the residential property from the builder.</p>
s	Stamp Duty & registration Charges	Registration Deed/Stamp duty Receipt
t	Sukanya Samridhi Yojana	Scheme Deposit Document
u	ULIP	Scheme Deposit Document
v	Deduction u/s 80 D - includes preventive health check-ups. Employee, spouse, children under the age of 18, and parents.	<p>A copy of the Health insurance premium receipt from the previous financial year. If the premium covers more than a year, then proportionate Deduction Allowed</p> <p>-Maximum Limit of INR 25000 for Employee , Spouse , Dependent Children.If employee is a senior citizen, limit is INR 50000.</p> <p>-An additional/separate deduction for parents' insurance is available to the extent of Rs 25,000 if they are less than 60 years of age, or Rs 50,000 if your parents are aged above 60.</p> <p>-The deduction must be taken without showing the service tax and cess portion from the premium amount.</p> <p>-Amount paid in cash shall not be considered.</p> <p>-Preventive health check-up upto INR 5000 can be either in cash or otherwise & is covered in overall INR 25000/50000 Limit</p> <p>-Preventive health check-up is a series of tests that are run on a person at regular intervals of time to detect potential diseases at an early stage.</p>

5	Deduction under Section 80 DD _Medical Care for a Disabled Dependent	<p>Proof of:</p> <p>a. Medical treatment, training, and rehabilitation of a disabled dependant., or</p> <p>b. Amount paid or deposited under any scheme designed in this direction by the LIC or UTI or any other insurer and approved by the board to maintain the handicapped dependent.</p> <p>- "disability" means—</p> <p>(i) blindness;</p> <p>(ii) low vision;</p> <p>(iii) leprosy-cured;</p> <p>(iv) hearing impairment;</p> <p>(v) locomotor disability;</p> <p>(vi) mental retardation;</p> <p>(vii) mental illness;</p> <p>(viii) cerebral palsy;</p> <p>Deduction Limit- Rs.75000 for person with disability and Rs.125000 for person with Severe disability.</p> <p>"dependant" means— individual, the spouse, children, parents, brothers and sisters of the individual or any of them;</p> <p>c. Form 10-IA to be Submitted</p>
6	Deduction U/S 80DDB _Expenses for medical treatment for a certain disease -	<p>Medical bills/expenses for medical care for a certain ailment, as well as a certificate from a hospital in the appropriate format.</p> <p><u>Deduction Limit-</u></p> <p>-Rs.40000 or amount actually paid whichever is less for taxpayers less than 60 years of age.</p> <p>-Rs.100000 or amount actually paid for Senior Citizens</p> <p>"dependant" means—</p> <p>(a) in the case of an individual, the spouse, children, parents, brothers and sisters of the individual or any of them,</p> <p>Form 10-I to Be submitted</p>
7	Deduction for interest paid on a higher education loan under section 80E	<p>1. A photocopy of bank documentation showing that the loan and interest have been repaid, as well as the amount due for the financial year.</p> <p>2. Higher education of self or for the purpose of higher education of his relative which means the spouse and children of that individual or the student for whom the individual is the legal guardian.</p> <p>3."Higher education" means any course of study pursued after passing the Senior Secondary Examination or its equivalent from any school, board or university recognised by the Central Government or State Government or local authority or by any other authority authorised by the Central Government or State Government or local authority to do so;</p> <p>4.Deduction can be availed for a maximum period of 8 years. There is no maximum limit.</p>
8	Additional Housing Loan Interest Deduction for the First House Property Purchased in FY 19-20 U/s 80EEA	<p>The maximum deduction under section 80EEA is the interest on a loan, or Rs 1,50,000, whichever is smaller.</p> <p>The deduction is only possible if the following requirements are met:</p> <p>The loan should be approved by a Financial Institution during the 2019-20 financial year.</p> <p>The residential house property's Stamp duty value does not exceed Rs 45 lakh.</p> <p>On the date the loan was approved, the assessee did not own any residential property.</p> <p>For losses on personal property, all proofs should be presented.</p>
9	Deduction in respect of interest payable on loan taken from any financial institution for the purpose of purchase of an electric vehicle.-80EEB	<p>The loan has been sanctioned by the financial institution during the period beginning on the 1st day of April, 2019 and ending on the 31st day of March, 2023.</p> <p>-Deduction Limit 150000 or actual interest paid during the year which ever is less</p>
10	Permanent Disability- Deduction U/s 80 U for Self	<p>Medical certificate from a Government Hospital in the prescribed form and manner.</p> <p>Individual suffering from a permanent physical handicap (including blindness) or mental retardation is entitled to a deduction of Rs.75000/-.</p> <p>Rs.125,000/-, deduction can be claimed if the assessee is a person with a serious disability.</p> <p>Photocopy of a certificate (Form – 10 IA) issued by a competent medical authority stating the percentage of disability.)</p>
11	Donations are eligible under Section 80G	<p>80G Donation receipt must be Submitted.</p>
12	80CCD (1B) NPS	<p><u>Deduction Limit 100% or 50 % as the case may be</u></p> <p>A photocopy of the deposited stamped receipt for the current financial year,</p> <p>Passbook photocopy with the National Pension Scheme or NPS Account marked.</p> <p>Deduction limit RS.50000 , over & Above 80 C limit</p>
**'Senior citizen' means an individual resident in India who is of the age of sixty years or more at any time during the relevant previous year.		