

Employee Name:
Employee Number:
Location:

To

Payroll Team
UHG

Sub: Claiming Interest on Housing loan & HRA exemption

I hereby declare that I would like to claim exemption for both interest on housing loan and HRA as I am fulfilling the following primary conditions:

- The self occupied property is outside the Municipal / Corporation limits of the city where I am employed
- I am staying in a rented premises in the city of employment and incurs rental expenses
- I am not earning any rental income on this property.

Therefore request you to allow both interest on housing loan and HRA exemption for the financial year 20____ - 20____.

Address of the self occupied property:

Address of the rented property:

Employee Signature

Employee name

Place:
Date: