Employee No. ...............................

**RECEIPT OF HOUSE RENT**

(Under Section 1 (13-A) of Income Tax Act)

Received from Mr/Ms \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (employee name) a rent of Rs\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ /- (per month) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(amount in words) For House \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_ (Address of property where the employee is residing) for the month of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_ (month and year). He/She is residing in this house since \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Month and year)

|  |  |
| --- | --- |
| **Details of Landlord / Lady (Owner)** |  |
| Landlord/Lady Name |  |
| Address |  |
| PAN#  (In case land owner does not have a PAN. Please submit a declaration to this effect) |  |
| Contact Details |  |
| **Date:** | **(Owners Signature )** |
| **Place:** |

#Landlord/Owner’s Permanent Account Number (PAN) is mandatory if the rent is more than

Rs. 1,00,000 per annum (Rs.8,333 per month)

**Declaration by the employee:**

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ do here by declare that what is stated

above is true to the best of my knowledge and belief.

**Employee’s signature:**

**Date: Place:**