

EMPLOYEE PROOF SUBMISSION Form for the Year _____

Emp No *:		PAN* :	
Emp Name*:		Nos of Children go to School :	
Department :		DOJ :	
Rent paid details for claiming HRA exemption – Original Rent Receipt to be attached			
From Date	To Date	Address for claiming HRA	Rent paid per month
			Name & Address of Owner *
Chapter VI A –Deduction from Total Income			
Particular	Amount	Approved Amount (Not to be filled)	
Section 80C (Total Amount of deduction allowed is Rs 1,50,000/- submit photo copy)			
Life Insurance Premium			
Public Provident Fund (PPF)			
National Savings Certificate (NSC)			
Mutual Fund (ELSS) / ULIP			
Housing Loan – Repayment of Principal			
Fixed Deposit Scheme (Blocking Period of 5 Yrs)			
Children Education Fee (Tuition Fees only)			
Sukanya Samriddhi Yojana			
Other Deductions (Photo Copy)			
Particular	Amount	Approved Amount (Not to be filled)	
Medical Insurance Premium – 80D			
Medical Treatment/Handicapped Dependent 80DD			
Interest on Educational Loan – 80E			
Permanent Physical Disability – 80U			
Interest on Housing Loan			

Declaration

- I hereby declare that I have read and understood “Employee Proof Submission Form” and that all information given above is correct and true in all respects
- I also undertake to indemnify the company for any loss / liability that may arise in the event of the above information being incorrect

Date :

Place : Signature of Employee*

“Employee Proof Submission Form” without Signature & PAN details will not be considered.

* Indicates mandatory fields.