

ONLINE INVESTMENT PROOF SUBMISSION FORM (IPSF)

WALKTHROUGH FY 2024-2025

dayforce

Wednesday, December 04, 2024

IPSF : PROOF SUBMISSION PROCESS: WHAT YOU NEED TO DO:

Must read attached documents for hassle free submission.

- 01_Proof Submission Guidelines 2024-25
- 02_IPSF Online Submission Process 2024-25
- 03_Important Points To Remember

PROOF SUBMISSION STEPS

1. Keep your soft copies of the investments/Rent Receipts/Premium receipts, other proofs as per guidelines handy for easy updating. Sign and Scan HRA Rent receipts.
2. Update your investment details on Ceridian ESS portal >> Year End >> IPSF 2024-2025
3. Upload the soft copy investment proofs as per New Process in the same investment screen under PROOF UPLOAD. (Do Preview of investment copies before uploading)
4. After uploading all the proofs, then Click on Confirm and Print for submission. With this your IPSF submission ends.
5. IPSF bar coded sheet, Form 12BB and the annexures will be auto uploaded once you do IPSF confirmation. Need not to upload separately.

Investment Proof Documents Upload process

Feature : PROOF UPLOAD option is made available in each investment submission screen.

1. Employee is required to update investment details in the chosen investment screen and click SAVE.

Only then, a new tab 'Proof Upload' will auto appear on the same screen to upload proof of this particular investment.

By default the Proof Upload tab will be deactivate/ invisible.



2. Upon clicking 'Proof Upload' , the Image Upload window will open with an option to browse and upload files.

3. Then Click Choose File >> select applicable proofs >> Click Upload

Note : You can preview the selected files for correctness before clicking on Upload.

4. Repeat the same steps for other investments which you have chosen.

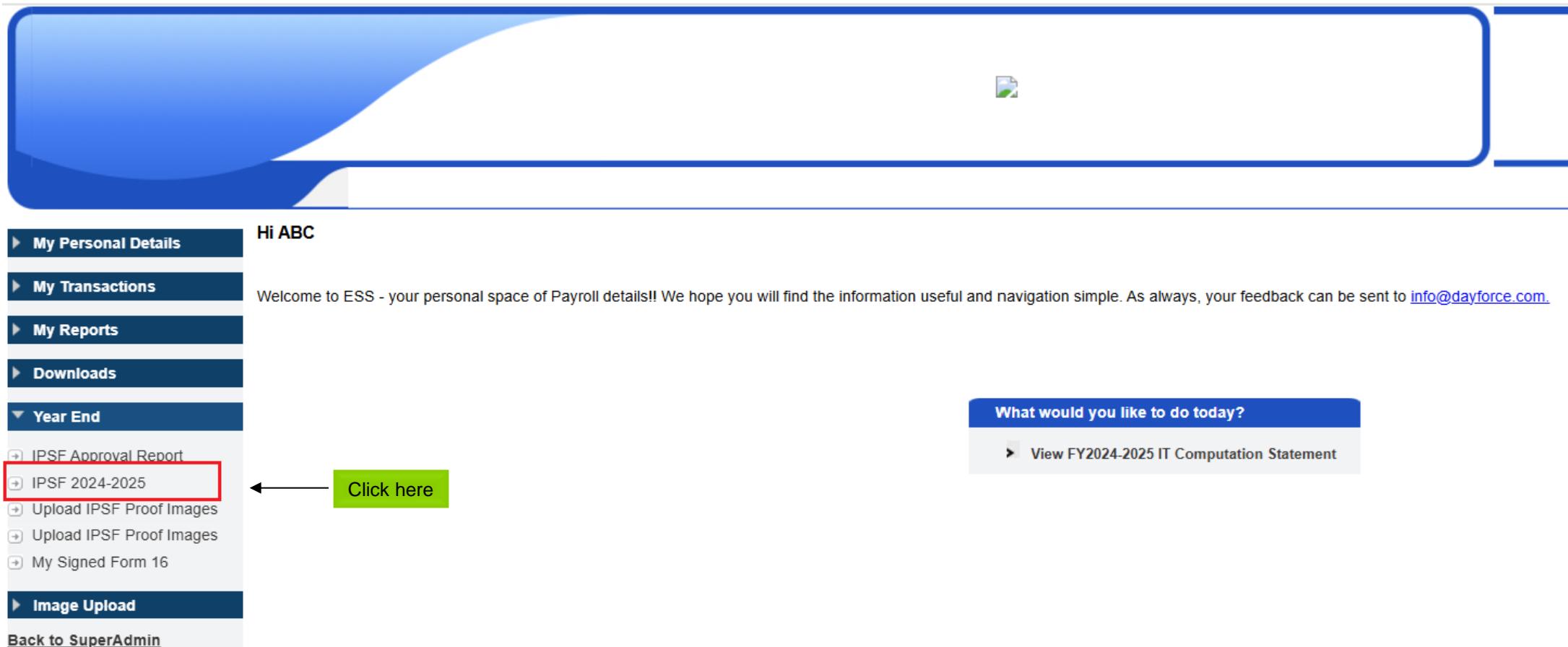
(Refer slide 59 onwards for more details on **Section wise Proof Upload Navigation Guide**)

SL No	Key Points on Investment Section wise Proof Upload Feature
1	The file format of soft copy or scanned files should only be any of these: pdf, jpg, jpeg, tif, png, bmp
2	In each section, employee can re-upload the files any number of times. When you re-upload the files for a section, all the previously uploaded files will be replaced with the new files. Hence recheck all the proofs selection. This re-upload activity can be done by the employee till you reach final screen before clicking IPSF CONFIRM. 
3	The files to be uploaded section wise before IPSF confirmation. No files can be uploaded after clicking Confirm.
4	Select all the files at once in the relevant section screen and upload the files at one go.
5	The relevant files can be browsed and uploaded section wise. Any number of files can be selected and uploaded for each investments
6	Password files will not be accepted. Remove password Re Scan the copy and then upload.
7	Corrupted file will not be allowed. Use the right file
8	Encrypted / Secured file will be accepted.
9	Digitally signed files will be accepted.
10	There is no restriction on the file size.
11	IPSF bar coded sheet, Form 12BB, and the annexures will be auto uploaded during IPSF confirmation. No need to upload separately.
12	1. System will check the files format. In case of invalid file format or corrupted file, an auto-mailer will be sent to you within 24 hours regarding the image-upload status. If the status is failed, you are required to verify the images, make necessary changes & re-zip and re-upload the Zip file again. 2. Upload the Zip file on ESS portal >> Year End >>Upload IPSF Proof Images.

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- Locating the IPSF 2024-2025 Link
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IPSF 2024-2025 LINK



The screenshot shows the Employee Self Service (ESS) portal. On the left, a vertical navigation menu lists several options: My Personal Details, My Transactions, My Reports, Downloads, Year End, IPSE Approval Report, IPSF 2024-2025 (which is highlighted with a red border), Upload IPSF Proof Images, Upload IPSF Proof Images, My Signed Form 16, and Image Upload. Below the menu is a link to Back to SuperAdmin. The main content area starts with a greeting "Hi ABC". It includes a welcome message: "Welcome to ESS - your personal space of Payroll details!! We hope you will find the information useful and navigation simple. As always, your feedback can be sent to info@dayforce.com". To the right, there's a "What would you like to do today?" section with a button labeled "View FY2024-2025 IT Computation Statement". A green button with the text "Click here" has an arrow pointing to the "IPSF 2024-2025" link in the navigation menu.

- ▶ My Personal Details
- ▶ My Transactions
- ▶ My Reports
- ▶ Downloads
- ▼ Year End
 - ⊕ IPSE Approval Report
 - ⊕ IPSF 2024-2025**
 - ⊕ Upload IPSF Proof Images
 - ⊕ Upload IPSF Proof Images
 - ⊕ My Signed Form 16
- ▶ Image Upload

[Back to SuperAdmin](#)

Hi ABC

Welcome to ESS - your personal space of Payroll details!! We hope you will find the information useful and navigation simple. As always, your feedback can be sent to info@dayforce.com.

What would you like to do today?

▶ View FY2024-2025 IT Computation Statement

← Click here

SECTION & ITEM SELECTION - OLD TAX REGIME

Investment Proofs Submission Form - Choose the investment option to be submitted for FY 2024-2025

Section A - HRA	<input type="checkbox"/> Rent paid details for claiming HRA exemption (Only Original Rent Receipts will be considered)
Section B - Chapter VIA - Deductions from Total Income	<input type="checkbox"/> Medical Insurance (SEC80D) <input type="checkbox"/> Medical Treatment/Handicapped Dependent (U/s 80DD) <input type="checkbox"/> Interest on Educational Loan (U/s 80E) <input type="checkbox"/> Permanent Physical Disability (80U) <input type="checkbox"/> Medical Treatment of Specified Diseases (80DDB) <input type="checkbox"/> Additional NPS Employee Contribution(U/s 80CCD1B) <input type="checkbox"/> Electric Vehicle Loan Interest Benefit (U/s 80EEB)
Section C - Chapter VIA - Section 80C	<input type="checkbox"/> Contribution to Pension Fund (80CCC) <input type="checkbox"/> Life Insurance Premium (Jeevan Dhara, Jeevan Akshay) etc <input type="checkbox"/> Public Provident Fund (PPF) <input type="checkbox"/> National Savings Certificate (NSC) <input type="checkbox"/> Infrastructure Bonds <input type="checkbox"/> Children Education Tuition fees <input type="checkbox"/> Equity Linked Savings Scheme (ELSS) <input type="checkbox"/> Mutual Funds <input type="checkbox"/> Unit Linked Insurance Plan <input type="checkbox"/> NPS Employee Contribution <input type="checkbox"/> Sukanya Samridhi Scheme <input type="checkbox"/> Fixed Deposit Scheme (Block Period of 5 yrs) <input type="checkbox"/> NSC Interest (Will also be considered as Other Income)
Section D - Housing Loan	<input type="checkbox"/> Loss from House Property - SELF OCCUPIED <input type="checkbox"/> Loss from House Property - LETOUT
Section G - Other Income	<input type="checkbox"/> Other Income

Proceed

← **Click here**

Key Points:

- Sections will be displayed basis the Tax Regime that you had already opted during investment declaration process.
- Select (tick) the item within the section for which you wish to submit proofs and click on 'Proceed' .

Note:

- If no section is selected, post click of 'Proceed' button, you will be able to see only 'Employee Details Screen' and IPSF confirmation can not be done.
- Selection of Investment categories will not be allowed after the final confirmation of IPSF.

SECTION & ITEM SELECTION

Section A - HRA
<input checked="" type="checkbox"/> Rent paid details for claiming HRA exemption (Only Original Rent Receipt)
Section B - Chapter VIA - Deductions from Total Income
<input checked="" type="checkbox"/> Medical Insurance (SEC80D)
<input checked="" type="checkbox"/> Medical Treatment/Handicapped Dependent (U/s 80DD)
<input checked="" type="checkbox"/> Interest on Educational Loan (U/s 80E)
<input checked="" type="checkbox"/> Permanent Physical Disability (80U)
<input checked="" type="checkbox"/> Medical Treatment of Specified Diseases (80DDB)
<input checked="" type="checkbox"/> Additional NPS Employee Contribution(U/s 80CCD1B)
<input checked="" type="checkbox"/> Electric Vehicle Loan Interest Benefit (U/s 80EEB)
<input checked="" type="checkbox"/> Donation to Political Party (U/s 80GGC)
Section C - Chapter VIA - Section 80C
<input checked="" type="checkbox"/> Contribution to Pension Fund (80CCC)
<input checked="" type="checkbox"/> Life Insurance Premium (Jeevan Dhara, Jeevan Akshay) etc
<input checked="" type="checkbox"/> Public Provident Fund (PPF)
<input checked="" type="checkbox"/> National Savings Certificate (NSC)
<input checked="" type="checkbox"/> Infrastructure Bonds
<input checked="" type="checkbox"/> Children Education Tuition fees
<input checked="" type="checkbox"/> Equity Linked Savings Scheme (ELSS)
<input checked="" type="checkbox"/> Tax Saving Mutual Funds
<input checked="" type="checkbox"/> Unit Linked Insurance Plan
<input checked="" type="checkbox"/> NPS Employee Contribution
<input checked="" type="checkbox"/> Sukanya Samridhi Scheme
<input checked="" type="checkbox"/> Fixed Deposit Scheme (Block Period of 5 yrs)
<input checked="" type="checkbox"/> NSC Interest (Will also be considered as Other Income)

ess.excelityglobal.com says

- Go through the guidelines given in the Investment Proofs submission communication.
- Please ensure to have all the investment proofs before proceeding further.
- Do not confirm IPSF unless all the sections applicable are selected and filled.
- Use 'Save & View' option for draft IPSF report.
- Click on confirm button after updating details of the relevant proofs. IPSF will be locked for editing once it is confirmed.

Read this note
carefully and click
here to proceed

OK

Key Points:

▪ Sections will be displayed basis the Tax Regime that you had already opted during investment declaration process.

▪ Select (tick) the item within the section for which you wish to submit proofs and click on 'Proceed' .

Note:

▪ If no section is selected, post click of 'Proceed' button, you will be able to see only 'Employee Details Screen' and IPSF confirmation can not be done.

▪ Selection of Investment categories will not be allowed after the final confirmation of IPSF.

Click here
to Proceed

Proceed

MASTER INFORMATION & EMPLOYEE OPTIONS

Investment Proofs Submission Form 2024-2025

Master Information

Fields marked with (*) are mandatory.

Employee ID :	007	Employee Name :	Lokesh	Gender :	M
Date of Joining :	06/03/2006	Date of Birth :	18/03/1975	PAN * :	ABCPD1234T
No. of Children * :	2	Children Going to School * :	2	Children Staying in Hostel * :	0

Have a Query?

Update all the master details. Fields with * are mandatory

Modify the No. of children (if required)

Dependant Name *	Relationship *	Age *	Delete
Lokesh	Self	47	Delete
Manasa	Spouse	40	Delete
Sangeetha	Daughter	14	Delete
Srujan	Son	10	Delete
Kiran Kumar	Father	65	Delete
Kamala	Mother	62	Delete

Note : 1) Age to be rounded off to the nearest number.

2) Father name is mandatory in Form 12BB. Please update Father's name, if the same is not made available in Dependent Details, then the Father's name available in the payroll records will be considered for generating Form 12BB.

Click here to add new rows

Previous

Save

Next

Click here to save all the information

Click here to view the next page/section

All the sections/items selected, can be viewed & navigated in this menu bar

Employee Options

[Employee Details Screen](#)

[HRA Rent Details](#)

[Medical Insurance \(SEC80D\)](#)

[Medical Treatment \(SEC80DD\)](#)

[Education Loan Interest \(SEC80E\)](#)

[Physical Disability \(SEC80U\)](#)

[Medical Treatment for Specific Disease \(SEC80DDDB\)](#)

[Additional NPS Employee Contribution](#)

[Electric Vehicle Loan Interest Benefit \(SEC80EEB\)](#)

[Donation to Political Party \(U/s 80GGC\)](#)

[Pension Fund \(SEC80CCC\)](#)

[LIC \(SEC80C\)](#)

[PPF \(SEC80C\)](#)

[NSC \(SEC80C\)](#)

[Infrastructure Bonds \(SEC80C\)](#)

[Children Education Fees \(SEC80C\)](#)

[ELSS \(SEC80C\)](#)

[Mutual Funds \(SEC80C\)](#)

[ULIP \(SEC80C\)](#)

[NPS Employee Contribution](#)

[Sukanya Sumriddhi Scheme](#)

[Term Deposits \(SEC80C\)](#)

[NSC Interest \(SEC80C\)](#)

[Housing Loan - Self \(SEC24\)](#)

[Housing Loan - Letout \(SEC24\)](#)

[Previous Employer Details](#)

[Other Exemptions](#)

[Other Income](#)

[Employee Confirm Screen](#)

Section Page

IPSF Life Cycle Status

Key Points:

- If PAN is incorrect, please update the PAN using 'Update PAN' Link, under "My Personal Details" tab.
- Row containing 'Self' cannot be deleted.
- Age of self will be calculated from DOB to current Statutory Year end date i.e., 31st March.

Note: If you want to select additional Investment categories in any of the sections, while updating IPSF, click on 'Section Page' tab under 'Employee Options'.

MASTER INFORMATION - SAMPLE PAGE

Update for Master Details successfully saved.

You will receive this message upon 'saving' details on every screen

Investment Proofs Submission Form 2024-2025

Master Information

Fields marked with (*) are mandatory.

[Have a Query?](#)

Employee ID :	6200	Employee Name :	Avinash	Gender :	M
Date of Joining :	01/07/2024	Date of Birth :	12/04/1990	PAN * :	AIDPJ4566
No. of Children * :	2	Children Going to School * :	0	Children Staying in Hostel * :	0

Dependant Details

Fields marked with (*) are mandatory.

Entering Dependents' details is a one-time activity. This data will automatically appear in the other screens as applicable

Dependant Name*	Relationship*	Age*	Delete
Avinash	Self	34	Delete
Kumar	Father	71	Delete
Kumari	Mother	68	Delete
Mehga	Daughter	10	Delete
Tushar	Son	8	Delete

[Add New Row](#)

- Note : 1) Age to be rounded off to the nearest number.
 2) Father name is mandatory in Form 12BB. Please update Father's name, if the same is not made available in Dependant Details, then the Father's name available in the payroll records will be considered for generating Form 12BB.

Father name is mandatory in Form 12BB. Please update the Father name, if the info is not available in Dependant Details. However, Father Name will be considered from the Employee Master info, if it is not updated in the IPSF Dependant Details' screen.

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HRA - RENT PAYMENT DETAILS

Investment Proofs Submission Form 2024-2025

Rent paid details for claiming HRA exemption (Only Original Rent Receipts will be considered)

Fields marked with (*) are mandatory.

Property Id	From Date * (dd/mm/yyyy)	To Date * (dd/mm/yyyy)	Rent Per Month *	Period Rent	Address *	State *	City *	Other City	Metro
1	01/04/2024	31/03/2025	20000.00	240000.00	211/A2, Wheeler Road, Cox Town, Bangalore - 560005	KARNATAKA	BANGALORE		N

Only Original rent receipts are valid proofs

Have a Query?

To compliant with top 10 OWASP vulnerabilities following special characters are not allowed !@#\$%^&*()+=[]\\';{}|\";:<?

Add New Row **Delete Last Row**

Landlord Details

Property Id: 1	Multiple Owners for Rented Property: Yes	Landlord Name: Anila	Landlord PAN: AIDPJ7777A	Landlord Address: 211/A2, Wheeler Road, Cox Town, Bangalore - 560005	Rent Per Month: 10000.00	Mode Of Payment: Cheque / Demand Draft
	Multiple Owners for rent property: No	Lar Binila	Landlord PAN: PJJ2222A	Landlord Address: 211/A2, Wheeler Road, Cox Town, Bangalore - 560005	Rent Per Month: 10000.00	Mode Of Payment: Debit Card

PAN of landlord is mandatory if Rent Per Month is greater than 8,333/-

Select the Mode of Payment

Number of supporting documents :

Enter the number of documents that you will submit towards this section/item

Key Points:

- From & To Date must be within 1st April 2024 to 31st March 2025
- If you have joined the organization after 1st April 2024, then your DOJ becomes the 'From Date'
- Delhi, Mumbai, Chennai, & Kolkata are 'Metro' cities

Previous **Save** **Next**

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MEDICAL INSURANCE PREMIUM (U/S 80D)

Investment Proofs Submission Form 2024-2025

Medical Insurance (SEC80D)

Fields marked with (*) are mandatory.

Have a Query?

Expense Type	Policy # Receipt No*	Date of Payment *	Status of Payment *	Name of Policy Holder *	Relationship	Age	Amount *	Mode *	Cheq/Ref #	
Medical Insurance Premi	8776564	10/05/2024	Paid	Akash	Self	31	7000.00	Cheque	876543	
Preventive Medical Checl	5646466	10/09/2024	Paid	Aruna	Spouse	32	5000.00	Cheque	863456	
Medical Expenditure with	23411	30/06/2024	Paid	Raknamma	Mother	80	35000.00	Cheque	876544	
Medical Insurance Premi	877	05/12/2024	Paid	Mohanan	Son	10	12000.00	e-Paymer		

Add New Row

Note : 1) Rs.25000- In case of Individual, Spouse & Children.
2) Additional benefit of 25000/- in case of parents below 60 years and Rs.50000 in case of parents above 60

Dependent Details automatically appear upon selecting the name basis "Master Information" screen

Number of supporting documents: 1

Previous Save Next Proof Upload

Key Points:

- Benefit under this section can be claimed for Self, Spouse, Children, & Parents. Late Fee does not qualify for exemption.
- Medical expenditure incurred by an assessee on the health of a senior citizen aged 60 years and above can be claimed under the Expense Type "Medical Expenditure with No Insurance (Sr. Citizen)" provided that, no amount has been paid to effect or to keep in force an insurance on the health.
- Option has been provided to carry forward the previous FY Medical Insurance details, (if any). Only the master info like Expense Type (except Preventive Health Checkup and Medical Expenditure), Policy or Receipt No., Name of Policy Holder, Relationship, Age will be carried forwarded, if the details were updated and approved during the previous FY. You can also update the Medical Insurance details for the current FY with out selecting the option to carry forward.

By default, the PROOF Upload button is invisible. This PROOF UPLOAD button will auto appear only when you enter values and click SAVE.

TREATMENT FOR HANDICAPPED DEPENDENT (U/S 80DD)

Investment Proof Submission Form 2024-2025

Medical Treatment/Handicapped Dependent (U/s 80DD)

Fields marked with (*) are mandatory.

Have a Query? 

Name of Dependent *	Relationship	Disability Percentage *	Amount *	
Aruna	Spouse	More than or equal to 40% and Less than	75000.00	Delete

- Note : 1) Form 10-IA duly signed by a Government certified Medical Practitioner should be attached without which the benefit under this section will not be considered. [Download](#)
2) No benefit, if the disability is less than 40%.
3) Limited to Rs. 75000/-, if the disability is more than or equal to 40% and less than 80%.
4) If the disability is more than or equal to 80%, Rs. 125000/-.

Number of supporting documents : 1

[Previous](#) [Save](#) [Next](#) [Proof Upload](#)

By default, the PROOF Upload button is invisible. This PROOF UPLOAD button will auto appear only when you enter values and click SAVE.

Key Points:

- Benefit under this section can be claimed for Dependents only

INTEREST ON EDUCATIONAL LOAN (U/S 80E)

Interest on Educational Loan (U/s 80E)

Fields marked with (*) are mandatory.

Have a Query? 

Loan Repayment Start Date (dd/MM/yyyy)*	Name*	Relationship	Interest Amount*	
15/05/2019	Kasturba	Spouse	60000.00	Delete

[Add New Row](#)

Number of supporting documents :

 [Previous](#) [Save](#) [Next](#) [Proof Upload](#)

By default, the PROOF Upload button is invisible. This PROOF UPLOAD button will auto appear only when you enter values and click SAVE.

Key Points:

- Benefit under this section can be claimed for Self, Spouse, & Children

PERMANENT PHYSICAL DISABILITY (U/S 80U)

Investment Proofs Submission Form 2024-2025

Permanent Physical Disability (80U)

Fields marked with (*) are mandatory.

[Have a Query?](#) 

Name of the Assesee	Relationship	Disability Percentage*	Amount	Delete
Akash	Self	More than or equal to 80%	125000.00	

- Note : 1) Form 10-IA duly signed by a Government certified Medical Practitioner should be attached without which the benefit under this section will not be considered. [Download](#)
2) No benefit, if the disability is less than 40% .
3) Limited to Rs. 75000/-, if the disability is equal to or more than 40% and less than 80%.
4) If the disability is more than or equal to 80%, Rs. 125000/-.

Number of supporting documents :

[Previous](#)

[Save](#)

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[Proof Upload](#)

By default, the PROOF Upload button is invisible. This PROOF UPLOAD button will auto appear only when you enter values and click SAVE.

Key Points:

- Benefit under this section can be claimed for Self only

MEDICAL TREATMENT FOR SPECIFIED DISEASE (U/S 80DDB)

Medical Treatment of Specified Diseases (80DDB)

Fields marked with (*) are mandatory.

[Have a Query?](#) 

Name of Dependent*	Relationship *	Disease Name *	Age *	Actual Medical Expenses (A)	Max limit allowed (B)	Amount reimbursed by Employer/Insurance Company (if any) (C) *	Total Benefit amount	
Krishna Kumar	Father	Chronic Renal failure	62	150000.00	100000.00	8000.00	92000.00	Delete

Note :

- 1) Max limit should be based on the following criteria Minimum of Actual Medical Expenses (A) or max limit (If the age of dependent/self is less than 60 then benefit amount should be Rs. 40000) Minimum of Actual Medical Expenses (A) or max limit (If the age of dependent/self is 60 or above then benefit amount should be Rs. 100000).
- 2) Max Limit Allowed (B) $\leq \frac{1}{2}$ Change limit upto 100000 for senior/very senior citizens i.e. age more than 60 years.

Number of supporting documents :

[Previous](#) [Save](#) [Next](#) [Proof Upload](#)

Note:

- The prescription containing the name and age of the patient, name of the disease or ailment along with the name, address, registration number and the qualification of the specialist issuing the prescription is sufficient along with original medical expenditure bills to claim 80DDB benefit.
- Deduction under this section shall be reduced by the amount received, if any, under an insurance from an insurer, or reimbursed by an employer.

By default, the PROOF Upload button is invisible. This PROOF UPLOAD button will auto appear only when you enter values and click SAVE.

ADDITIONAL NATIONAL PENSION SCHEME CONTRIBUTION (U/S 80CCD1B)

Investment Proofs Submission Form 2024-2025

Additional NPS Employee Contribution(U/s 80CCD1B)

Fields marked with (*) are mandatory.

Have a Query?

Type of Account *	PRAN *	Date of Payment* (dd/mm/yyyy)	Name of Account Holder *	Relationship	Status Of Payment*	Frequency *	Amount *	
NPS Tier I Account	887676767888	25/10/2024	Akash	Self	Paid	Half Yearly	11000.00	Delete
NPS Tier I Account	887676767888	25/03/2025	Akash	Self	Paid	Half Yearly	11000.00	Delete
Atal Pension Yojana Sche	456666767699	11/04/2024	Akash	Self	Paid	Half Yearly	13500.00	Delete
Atal Pension Yojana Sche	456666767699	11/01/2025	Akash	Self	Paid	Half Yearly	13500.00	Delete

Add New Row

Total

49000.00

Note : 1) Maximum eligibility criteria for Additional NPS Employee Contribution is Rs. 50000/-.

Number of supporting documents : 1

Previous

Save

Next

Proof Upload

Key Points:

- Benefit under this section can be claimed for Self only.

By default, the PROOF Upload button is invisible. This PROOF UPLOAD button will auto appear only when you enter values and click SAVE.

ELECTRIC VEHICLE LOAN INTEREST BENEFIT (U/S 80EEB)

Electric Vehicle Loan Interest Benefit (U/s 80EEB)

Fields marked with (*) are mandatory.

Sl No.	Loan Lender/Bank Name*	PAN of the Lender*	Address of the Lender*	State of the Lender*	City of the Lender*	Other City*	Loan sanction Date (dd/mm/yyyy)*	Whether it is the first electric vehicle?*	Vehicle Type*	Vehicle Number*	Interest*
1	SBI	AIDPJ6785R	No.211, Wheeler S Road, Cox Town, Bangalore-05.	KARNATAKA	BANGALORE		12/04/2020	YES	4 Wheeler	KA53Q5432	60000.00

[Delete Last Row](#)

Number of supporting documents :

[Previous](#)
 [Save](#)
 [Next](#)
 [Proof Upload](#)

Note:

- The deduction is available if the assessee does not already own any electric vehicle. The assessee can only claim the tax benefit towards interest paid on the loan taken for the purchase of the first electric vehicle.
- The loan must be taken from a financial institution or a non-banking financial company for buying an electric vehicle.
- The loan must be sanctioned anytime during the period starting from 1 April 2019 till 31 March 2023.
- “Electric vehicle” has been defined to mean a vehicle which is powered exclusively by an electric motor whose traction energy is supplied exclusively by traction battery installed in the vehicle and has such electric regenerative braking system, which during braking provides for the conversion of vehicle kinetic energy into electrical energy.
- A deduction for interest payment up to INR 1,50,000/-

By default, the PROOF Upload button is invisible. This PROOF UPLOAD button will auto appear only when you enter values and click SAVE.

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LIFE INSURANCE PREMIUM (U/S 80C)

Click here to view and edit the previous Financial Year details

Investment Proofs Submission Form 2024-2025

Life Insurance Premium (Jeevan Dhara, Jeevan Akshay) etc

Fields marked with (*) are mandatory.

Have a Query?

Payments											
Policy # *	Policy Purchase Date* (dd/mm/yyyy)	Date of Premium Payment * (dd/mm/yyyy)	Status of Payment *	Name of Policy Holder *	Sum Assured *	Premium Amount * (Excluding Late Fee)	Frequency *	Single Premium Policy	Disabled/Diseased		
899997565	10/06/2023	12/06/2024	<input type="button" value="Paid"/>	Akash	1000000.00	17000.00	Yearly	No	Select	<input type="button" value="Delete"/>	
877656544	14/02/2019	21/03/2025	<input type="button" value="Paid"/>	Mohanan	900000.00	13700.00	Yearly	No	Select	<input type="button" value="Delete"/>	
Total Premium Amount : 30700.00											
Add New Row											

Note : 1) Late Payment Fee will not qualify for deduction under section 80C.
 2) Tax benefit on LIC premium payment will be restricted to a max of 10% or 20% of sum assured based on the policy purchase date:

- 20% of the sum assured for policy purchased before 1st April 2012
- 10% of the sum assured for policy purchased on or after 1st April 2012
- 15% of the sum assured for policy purchased on or after 1st April 2013 and Policy Holder should be either Disabled or Diseased

3) Maximum eligibility criteria for Life Insurance Premium is Rs. 150000/-.

Number of supporting documents :

Previous **Save** **Next** **Proof Upload**

Option provided to view and edit the previous FY details (only master data), if any

By default, the PROOF Upload button is invisible. This PROOF UPLOAD button will auto appear only when you enter values and click SAVE.

Key Points:

- Benefit under this section can be claimed for Self only
- Policy should specify that the benefit is eligible u/s 80CCC (Pension)
- Option has been provided to carry forward the previous FY Pension Fund details, (if any). Only the master info like Policy No., Name of Policy Holder, Frequency will be carried forwarded, if the details were updated and approved during the previous FY. You can also update the pension fund details for the current FY with out selecting the option to carry forward.

SECTION C CHAPTER VIA - SECTION 80CCE (SEC 80C, SEC 80CCC)

- Life Insurance Premium (U/S 80C)
- Contribution To Pension Fund (U/S 80CCC)
- Public Provident Fund [PPF] (U/S 80C)
- National Savings Certificate [NSC] (U/S 80C)
- Infrastructure Bonds (U/S 80C)
- Children Education Tuition Fees (U/S 80C)
- Equity Linked Savings Scheme (U/S 80C)
- Mutual Funds (U/S 80C)
- Unit Linked Insurance Plan (U/S 80C)
- National Pension Scheme [NPS] (U/S 80C)
- Sukanya Samriddhi Scheme (U/S 80C)
- Term/Fixed Deposit Scheme [Block Period Of 5 Years] (U/S 80C)
- Nsc Interest [Also Considered As Other Income] (U/S 80C)

Previous **Save** **Next** **Proof Upload**

Imp Point:

- All the listed investments sections are part of Chapter VI A deductions, where the maximum benefit is capped to 1.5 lac. U/S 80C.
- Each of these Investment sections has different IPSF screens with PROOF UPLOAD option. You need to enter details under respective investment and then upload proofs.
- Please read and follow the guidelines

By default, the PROOF Upload button is invisible. This PROOF UPLOAD button will auto appear only when you enter values and click SAVE.

CONTENT TRACKER

- Locating the IPSF 2024-2025 Link
- Tax Regime wise Section(s) & Item(s) Selection & Master Information
- **Section wise Data Entry**
 - Section A HRA
 - Section B Chapter VI A - Deductions from Total Income
 - Section C Chapter VIA - Section 80CCE (Sec 80C, Sec 80CCC, Sec 80CCD)
 - Section D Housing Loan (Interest and Principal)
 - Section E Previous Employer Details
 - Section G Other Income
- IPSF Confirmation & Bar-coded IPSF Report
- Forms & Annexures

LOSS FROM HOUSE PROPERTY - SELF OCCUPIED

Investment Proofs Submission Form 2024-2025

Option provided to view and edit the previous FY details (only master data), if any

Click here to view and edit the previous Financial Year details.

Loss from House Property - SELF OCCUPIED

Fields marked with (*) are mandatory.

Have a Query?

PROPERTY 1																					
<input type="checkbox"/> Stamp duty	<input checked="" type="radio"/> Yes <input type="radio"/> No																				
Home Loan Provisional Certificate Attached ? *	Loan Lender/Bank Name																				
No 41, Vinayas Towers, 100 Feet Ring Rd, opposite Mandovi Motors, Krishnaraju Layout, Bengaluru, Karnataka 560078	HDFC																				
Address of the Property *	PAN Of The LENDER																				
No. 211, Wheeler Road, Cox Town, Bangalore - 560005	AIDPJ1234H																				
Stamp duty to be updated	City * Other City																				
TAKA	BANGALORE																				
To compliant with top 10 OWASP vulnerabilities following special characters are not allowed !@#\$%^&*()+=[]{};:,;<>?																					
Loan Sanction Date	01/08/2021 (dd/mm/yyyy)																				
Purpose of Housing Loan	Purchase																				
Stamp Duty/Reg. Charg Paid Date	01/11/2024 (dd/mm/yyyy)																				
Loan Sanction Amount	3500000.00																				
Is this your first Property	<input type="checkbox"/> (If Yes,check the box)																				
Total Interest Paid	85000.00																				
Pre-EMI Interest Paid	<table border="1"> <thead> <tr> <th>Financial Year</th> <th>Amount</th> <th>Financial Year</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>2024-2025</td> <td>0.00</td> <td>2023-2024</td> <td>0.00</td> </tr> <tr> <td>2022-2023</td> <td>0.00</td> <td>2021-2022</td> <td>0.00</td> </tr> <tr> <td>2020-2021</td> <td>0.00</td> <td>2019-2020</td> <td>0.00</td> </tr> <tr> <td>Total :</td> <td>0.00</td> <td></td> <td></td> </tr> </tbody> </table>	Financial Year	Amount	Financial Year	Amount	2024-2025	0.00	2023-2024	0.00	2022-2023	0.00	2021-2022	0.00	2020-2021	0.00	2019-2020	0.00	Total :	0.00		
Financial Year	Amount	Financial Year	Amount																		
2024-2025	0.00	2023-2024	0.00																		
2022-2023	0.00	2021-2022	0.00																		
2020-2021	0.00	2019-2020	0.00																		
Total :	0.00																				
Loan Type	<input checked="" type="radio"/> Single <input type="radio"/> Joint																				
<table border="1"> <thead> <tr> <th>Borrower Name</th> <th>Percentage(%)</th> </tr> </thead> <tbody> <tr> <td>Akash</td> <td>100</td> </tr> <tr> <td></td> <td></td> </tr> <tr> <td></td> <td></td> </tr> </tbody> </table>		Borrower Name	Percentage(%)	Akash	100																
Borrower Name	Percentage(%)																				
Akash	100																				
Previous Save Next Proof Upload																					

Key Points:

- Interest and Pre EMI-Interest can be claimed only if the property has been occupied before 31st March 2025; however, Principal can be claimed.
- Lender PAN and Address of the Lender is mandatory to update.
- Stamp Duty/Registration charges can be claimed if they are paid in FY 2024-2025.
- If it's a Joint Loan, the percentage of benefit claimed by the individual must be specified.
- Maximum of Rs 50000/- benefit will be given U/S 80 EE if the housing loan sanctioned date in FY 2016-2017, loan sanctioned amount should not exceed Rs 35 lakhs and value of the property should not exceed Rs 50Lakhs.

By default, the PROOF Upload button is invisible. This PROOF UPLOAD button will auto appear only when you enter values and click SAVE.

LOSS FROM HOUSE PROPERTY - SELF OCCUPIED (CONTINUED..)

Option provided to view and edit the previous FY details (only master data), if any

Click here to view and edit the previous Financial Year details.

Investment Proofs Submission Form 2024-2025

Loss from House Property - SELF OCCUPIED

Fields marked with (*) are mandatory.

Have a Query?

PROPERTY 1

Stamp duty

Home Loan Provisional Certificate Attached ? *	<input checked="" type="radio"/> Yes <input type="radio"/> No	Loan Lender/Bank Name	HDFC Bank	PAN Of The LENDER	AIDPJ1234H
Address of the LENDER	No 8/24, Salco Centre, Richmond Rd, Bengaluru, Karnataka 560025		Address of the Property *	211, Wheeler Road, Cox Town, Bangalore - 560005	
State *	KARNATAKA	City *	BANGALORE	Other City	

To compliant with top 10 OWASP vulnerabilities following special characters are not allowed !@#\$%^&*()+=[]\\';\\\";\\<;\\>?

Loan Sanction Date	01/08/2021 (dd/mm/yyyy)	Date of Occupation/Possession	01/10/2024 (dd/mm/yyyy)	
Purpose of Housing Loan	Construction	Stamp duty & Registration charges paid in current Financial Year	2300.00	
Stamp Duty/Reg. Charg Paid Date	01/10/2024 (dd/mm/yyyy)	Value of the Property	4500000.00	
Loan Sanction Amount	3500000.00	Total Principal Paid (Sec 80C)	50000.00	
Is this your first Property	<input checked="" type="checkbox"/> (If Yes, check the box)			
Total Interest Paid	2450000.00			
Pre-EMI Interest Paid	Financial Year	Amount	Financial Year	Amount
	2024-2025	0.00	2023-2024	0.00
	2022-2023	0.00	2021-2022	0.00
	2020-2021	0.00	2019-2020	0.00
	Total :	0.00		

Loan Type	Borrower Name	Percentage(%)
	Akash	100

Previous

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Key Points:

- Option has been provided to carry forward the previous FY Self Occupied Housing Loan details, (if any).
- Only the master info like Lender Name, PAN & Address of the Lender, Address of the Property, State, City, Other City, Loan Sanction Date, Purpose of Housing Loan, Date of Occupation/Possession, Loan Sanction Amount, Value of the Property, Loan Type, Borrower Name with Percentage will be carried forwarded, if the details were updated during the previous FY. You can also update the Housing Loan details for the current FY without selecting the option to carry forward.

By default, the PROOF Upload button is invisible. This PROOF UPLOAD button will auto appear only when you enter values and click SAVE.

LOSS FROM HOUSE PROPERTY - SELF OCCUPIED (CONTINUED..)

PROPERTY 1

<input type="checkbox"/> Stamp duty	<input checked="" type="radio"/> Yes	Loan Lender/Bank Name	HDFC Bank	PAN Of The LENDER	AIDPJ1234H
Home Loan Provisional Certificate Attached ? *	<input type="radio"/> No	No 8/24, Salco Centre, Richmond Rd, Bengaluru, Karnataka 560025			
Address of the LENDER	Address of the Property *				211, Wheeler Road, Cox Town, Bangalore - 560005
State *	KARNATAKA	City *	BANGALORE	Other City	
To compliant with top 10 OWASP vulnerabilities following special characters are not allowed !@#\$%^&*()+=[]{};\\\";:<>?					
Loan Sanction Date	01/08/2021 (dd/mm/yyyy)	Purpose of Housing Loan	Construction	Date of Occupation/Possession	01/10/2024 (dd/mm/yyyy)
Stamp Duty/Reg. Charg Paid Date	01/10/2024 (dd/mm/yyyy)	Stamp duty & Registration charges paid in current Financial Year		2300.00	
Loan Sanction Amount	3500000.00	Value of the Property		4500000.00	
Is this your first Property	<input checked="" type="checkbox"/> (If Yes, check the box)				
Total Interest Paid	2450000.00	Total Principal Paid (Sec 80C)		50000.00	
Pre-EMI Interest Paid	Financial Year	Amount	Financial Year	Amount	
	2024-2025	0.00	2023-2024	0.00	
	2022-2023	0.00	2021-2022	0.00	
	2020-2021	0.00	2019-2020	0.00	
	Total :	0.00			
Loan Type	Borrower Name		Percentage(%)		
	Akash		100		
Qualifying Pre-EMI Interest Paid	Financial Year	Amount	Financial Year	Amount	
	2024-2025	0.00	2023-2024	0.00	
	2022-2023	0.00	2021-2022	0.00	
	2020-2021	0.00	2019-2020	0.00	
		Total :	0.00		
Do you own a Second Self-Occupied House Property? Yes <input type="checkbox"/>					
Housing Loan Interest & Principal considered for Tax Benefit					
Total Interest	200000.00	Total Principal	52300.00		
Benefit U/S 80EE	0.00	Benefit U/S 80EEA	150000.00		

Key Points:

- No tax on notional rent of second self-occupied house i.e., up to two self-occupied house properties can be considered for benefit while calculating the income from house property from the FY 2019-20.
- An assessee can claim that he has two self-occupied house properties and hence deduction with respect to interest on borrowed capital for self occupied house property can be claimed with respect to both the houses. However, there is no change in the aggregate limit for the deduction on account of interest which remains the same, i.e., Rs. 2,00,000.
- The Finance (No. 2) Act, 2019 has inserted a new Section 80EEA under the Income Tax Act for those individuals who are not eligible to claim deduction under Section 80EE. An individual can claim deduction up to Rs. 150,000 under section 80EEA subject to following conditions:
 - (a) Loan should be sanctioned by the financial institution during the period beginning on 01-04-2019 and ending on the 31-03-2022;
 - (b) Value of residential house property should not exceed Rs. 45 lakhs;
 - (c) The assessee should not own any residential house property on the date of sanction of loan; and
 - (d) The assessee should not be eligible to claim deduction under Section 80EE.

By default, the PROOF Upload button is invisible. This PROOF UPLOAD button will auto appear only when you enter values and click SAVE.

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LOSS FROM HOUSE PROPERTY – LET OUT

Loss from House Property - LETOUT		Qualifying																																													
Fields marked with (*) are mandatory.																																															
<input type="checkbox"/> Stamp/ Income Check <input type="checkbox"/> Provisional Certificate Attached Loan Lender/Bank Name* FAN OF Address of the Lender * Address of the Property * State * City * Loan Sanction Date * Loan Sanction Amount Value of the Property Is this your first Property Purpose of Housing Loan Date of Occupation/Possession * Stamp Duty/Reg. Charg Paid Date * Stamp Duty/Reg. Charg Paid Amt Total Principal Paid Total Interest Paid		<p>Option provided to view and edit the previous FY details (only master data), if any</p> <p><input type="checkbox"/> Click here to view and edit the previous Financial Year details.</p> <table border="1"> <tr><td></td><td>2022-2023</td></tr> <tr><td></td><td>2021-2022</td></tr> <tr><td></td><td>2020-2021</td></tr> <tr><td></td><td>2019-2020</td></tr> <tr><td></td><td>2018-2019</td></tr> <tr><td></td><td>2017-2018</td></tr> <tr><td colspan="2">Dental Income Received for 2022-2023</td></tr> <tr><td colspan="2">Municipal Tax Paid For the Year</td></tr> <tr><td colspan="2">Net Annual Value</td></tr> <tr><td colspan="2">Repair and Maintenance Charges (30%)</td></tr> <tr><td colspan="2">Loan Type</td></tr> <tr><td colspan="2">Self Percentage</td></tr> <tr><td colspan="2">Total Interest Portion</td></tr> <tr><td colspan="2">Income / Loss on House Property</td></tr> <tr><td colspan="2">Total Loss Amount from Previous Years</td></tr> <tr><td colspan="2">Loss claimed during the Previous Years</td></tr> <tr><td colspan="2">Reaward Amount for FY 2022-2023</td></tr> <tr><td colspan="2">Total Principal</td></tr> <tr><td colspan="2">Income / Loss for all Properties</td></tr> <tr><td colspan="2">Total Principal for all Properties</td></tr> <tr><td colspan="2">Benefit U/S 80EE</td></tr> <tr><td colspan="2">Benefit U/S 80EEA</td></tr> </table>			2022-2023		2021-2022		2020-2021		2019-2020		2018-2019		2017-2018	Dental Income Received for 2022-2023		Municipal Tax Paid For the Year		Net Annual Value		Repair and Maintenance Charges (30%)		Loan Type		Self Percentage		Total Interest Portion		Income / Loss on House Property		Total Loss Amount from Previous Years		Loss claimed during the Previous Years		Reaward Amount for FY 2022-2023		Total Principal		Income / Loss for all Properties		Total Principal for all Properties		Benefit U/S 80EE		Benefit U/S 80EEA	
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Benefit U/S 80EEA																																															
<input type="checkbox"/> Stamp <input type="checkbox"/> Income Yes HDFC ATYPP1234T Srinagar KR Nagal KARNATAKA Mysore 01/04/2019 1300000.00 1400000.00 <input checked="" type="checkbox"/> (If Yes, check the box) Construction 15/02/2022 0.00 190000.00 300000.00		<p><input type="checkbox"/> Click here to update Let-out Income</p> <p><input type="checkbox"/> Click here to update stamp duty alone</p> <p>Previous year's unadjusted loss can be adjusted against income chargeable to tax under the head "Income from house property in the current year"</p>																																													

By default, the PROOF Upload button is invisible. This PROOF UPLOAD button will auto appear only when you enter values and click SAVE.

LOSS FROM HOUSE PROPERTY - LET OUT (CONTINUED..)

Key Points:

- Interest and Pre-EMI Interest can be claimed only if the property has been occupied before 31st March 2025; however, Principal can be claimed.
- Lender PAN and Address of the Lender is mandatory to update.
- If it's a Joint Loan, the percentage of benefit claimed by the individual must be specified.
- Stamp Duty/Registration charges can be claimed if they are paid in FY 2024-2025.
- Rental income/notional income is mandatory to claim tax benefit under this section.
- Option has been provided to carry forward the previous FY Self Occupied Housing Loan details, (if any).
- Only the master info like Lender Name, PAN & Address of the Lender, Address of the Property, State, City, Other City, Loan Sanction Date, Purpose of Housing Loan, Date of Occupation/Possession, Loan Sanction Amount, Value of the Property, Loan Type, Borrower Name with Percentage will be carried forwarded, if the details were updated during the previous FY. You can also update the Housing Loan details for the current FY without selecting the option to carry forward.

CONTENT TRACKER

- Locating the IPSF 2024-2025 Link
- Tax Regime wise Section(s) & Item(s) Selection & Master Information
- **Section wise Data Entry**
 - Section A HRA
 - Section B Chapter VI A - Deductions from Total Income
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- IPSF Confirmation & Bar-coded IPSF Report
- Forms & Annexures

PREVIOUS EMPLOYER DETAILS

Investment Proofs Submission Form 2024-2025

Previous Employer Details

Fields marked with (*) are mandatory.

[Have a Query?](#)

No of Companies	Company Name*	Company PAN*	Company TAN*	From Date* (dd/mm/yyyy)	To Date* (dd/mm/yyyy)	
Company 1	Ceridian India P Ltd	AIDPIC3614M	AIDP93614K	01/04/2024	30/06/2024	Delete

Company Name	Earnings (After Sec 10 Exemption)* (A)*	PF-NPS-SAF Perquisite*(B)*	Total Earnings (After Sec 10 Exemption) (A+B)*	Professional Tax*	Taxable Income*	Provident Fund*	Vol. Provident Fund*	Income Tax*
Ceridian India P Ltd	1500000.00		1493448.00	634.00	1200000.00	75000.00	60000.00	23000.00
Total:	1500000.00		1493448.00	634.00	1200000.00	75000.00	60000.00	23000.00

Chapter VIA Investments - Salary Deduction Details (as applicable, if any)									
Company Name	Life Insurance Premium (Sec 80C)	National Pension Scheme (Sec 80CCD) - NPS Tier I - Employee Contribution	National Pension Scheme (Sec 80CCD) - APY - Employee Contribution	National Pension Scheme (Sec 80CCD1B) - NPS & Tier I - Additional Employee Contribution	National Pension Scheme (Sec 80CCD1B) - APY - Additional Employee Contribution	80DSE Medical Insurance - Self / Spouse / Children (<=60 yrs)	80DS SCI - Medical Insurance - Self / Spouse / Children (>=60 yrs)	80DP Medical Insurance for Parents (<60yrs)	80DPS/CI Medical Insurance for Parents (>=60yrs)
Ceridian India P Ltd									
Total:									

Company Name	Employer Contribution to Provident Fund	Employer Contribution to Superannuation	Employer Contribution to NPS (Sec 80CCD2)
Total:			

[Add New Row](#)

Note : 1) Form 12B will be generated based on the data provided which has to be duly signed by the employee without which the same is not considered.

[Number of supporting documents:](#)

[Previous](#) [Save](#) [Next](#)

Block provided to update Previous Employer Salary Details

Key Points:

- The information must pertain from 1st April 2024 to the Date of Leaving with the previous employer.

By default, the PROOF Upload button is invisible. This PROOF UPLOAD button will auto appear only when you enter values and click SAVE.

[Previous](#) [Save](#) [Next](#) [Proof Upload](#)

CONTENT TRACKER

- Locating the IPSF 2024-2025 Link
- Tax Regime wise Section(s) & Item(s) Selection & Master Information
- **Section wise Data Entry**
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OTHER INCOME

Investment Proofs Submission Form 2024-2025

Other Income

Fields marked with (*) are mandatory.

Have a Query? 

Income Details *	Income Received Date* (dd/mm/yyyy)	Amount *	
NSC Interest		0.0	
Bank Interest (excluding interest on savings account)	10/04/2024	7500.00	Delete
Dividend	12/06/2024	4760.00	Delete
Interest on Deposits in Savings Bank account (Maximum deduction is allowed under Sec-80TTA is Rs.10,000/-)	22/08/2024	12000.00	Delete
Pension	09/11/2024	75000.00	Delete
Interest on PF Account	21/09/2024	38000.00	Delete

[Add New Row](#)

Total : 137260.00

- Note : 1) NSC Interest if any would also be considered under Other Income for Tax Purpose.
 2) Deduction u/s 80TTA allowed upto Rs.10000 in respect of Interest on deposits in savings account

Number of supporting documents :

Key Points:

[Previous](#)

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- NSC Interest will automatically be considered as Other Income.
- Maximum deduction is allowed under Sec-80TTA is INR 10,000. Section 80TTB will allow a deduction up to INR 50,000 in respect of interest income from deposits held by Senior Citizen employee. However, no deduction under Section 80TTA shall be allowed in these cases.
- Interest from savings account or interest income from deposits declared will also be accounted as "Other Income".
- The interest income accrued in respect of the employee's contribution towards PF and VPF over and above INR 2.5 lakhs to be updated under the head 'Interest on PF Account'. The same will be taxed as 'Income from Other Sources' and not as perquisite, as it is not accruing from an employer-employee relationship..

CONTENT TRACKER

- Locating the IPSF 2024-2025 Link
- Tax Regime wise Section(s) & Item(s) Selection & Master Information
- **Section wise Data Entry**
 - Section A HRA
 - Section B Chapter VI A - Deductions from Total Income
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- **IPSF Confirmation & Bar-coded IPSF Report**
- Forms & Annexures

IPSF CONFIRMATION SCREEN

Investment Proofs Submission Form 2024-2025

IPSF Confirmation Screen

Section A - Rent paid details for claiming HRA exemption (Only Original Rent Receipts will be considered)

From Date	To Date	Rent per Month	Rent per Year	Location	Metro Flag	Property ID
01/04/2024	31/03/2025	20000.00	240000.00	BANGALORE	N	1

Section B - Chapter VI A - Deductions from Total Income

Particulars	Amount
Medical Insurance (SEC80D)	20000.00
Medical Treatment/Handicapped Dependent (U/s 80DD)	75000.00
Interest on Educational Loan (U/s 80E)	5000.00
Permanent Physical Disability (80U)	125000.00
Medical Treatment of Specified Diseases (80DDB)	30000.00
Additional NPS Employee Contribution (U/s 80CCD1B)	40000.00
Atal Pension Yojana (U/s 80CCD1B)	70000.00
Electric Vehicle Loan Interest Benefit (U/s 80EEB)	120000.00
Deduction for Interest on Deposits in Savings Account (U/s 80TTA)	7000.00
Section B - Total	492000.00

Section C - Chapter VIA - Section 80C

Particulars	Amount
Contribution to Pension Fund (80CCC)	50000.00
Life Insurance Premium (Jeevan Dhara, Jeevan Akshay) etc	18000.00
Public Provident Fund (PPF)	60000.00
National Savings Certificate (NSC)	4000.00
Infrastructure Bonds	33000.00
Children Education Tuition fees	689.00
Equity Linked Savings Scheme (ELSS)	8000.00
Tax Saving Mutual Funds	3000.00
Unit Linked Insurance Plan	50000.00
NPS Employee Contribution (U/s 80CCD)	70000.00
Atal Pension Yojana (U/s 80CCD)	8000.00
Sukanya Samridhi Scheme	17000.00
Fixed Deposit Scheme (Block Period of 5 yrs)	34000.00
NSC Interest (Will also be considered as Other Income)	8020.00
Section C - Total	363709.00

Section D - Housing Loan

Particulars	Interest Amount	Principal Amount
Loss from House Property - SELF OCCUPIED	-50000.0	3000.00
Loss from House Property - LETOUT	83000.00	7000.00

All your inputs
get consolidated
into one

IPSF CONFIRMATION PROCESS

Tax Saving Mutual Funds
 Unit Linked Insurance Plan
 Atal Pension Yojana (U/s 80CCD)
 NPS Employee Contribution (U/s 80CCD)
 Sukanya Samridhi Scheme
 Fixed Deposit Scheme (Block Period of 5 yrs)
 NSC Interest (Will also be considered as Other Income)

Section C - Total

Section D - Housing Loan

Particulars

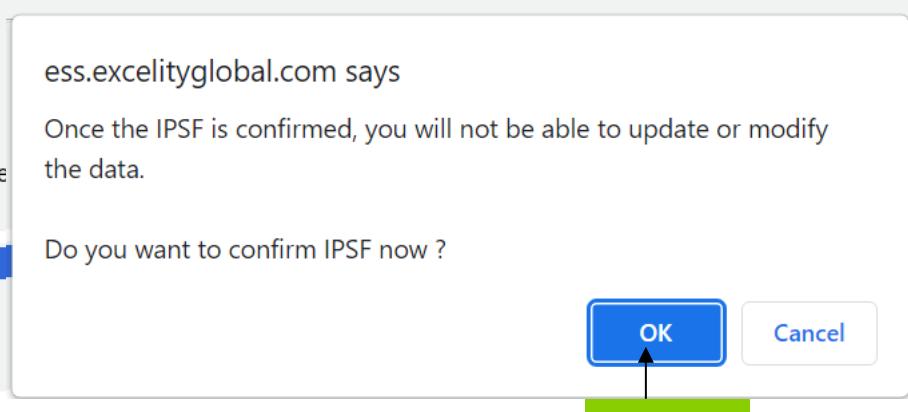
Loss from House Property - SELF OCCUPIED
 Loss from House Property - LETOUT

1. Check the box if you wish to confirm

Provident Fund

Payroll Deduction - Total

I hereby declare that I have read and understood the guidelines provided in 'Proofs Option Document' and that, all information/proofs provided above is true and correct in all respects. I also undertake to indemnify the company for any loss/ liability that may arise, in the event of any incorrect information provided by me.



4. Click OK to continue

75000.00
43000.00
37000.00
55000.00
100000.00
120000.00
5214.00
809214.00

fit	Benefit U/S 80EEA
.00	
.00	100000.00

Amount
807654.00
807654.00

2. Click here if you wish to save and view

Save and View

Confirm and Print

Re-print Report

3.Click here to Confirm and Print

Key Points:

- Confirm gets enabled only after the box is checked (Step 1).
 - If any of the sections are selected in Section Page but no details are updated / submitted, then IPSF can not be confirmed.
 - Once confirmed, the IPSF screens are non editable.
 - The IPSF Report gets generated only after confirming the IPSF (Step 4).
 - Save and View Option does not confirm the IPSF, hence, screens are editable.
- Note:**
- If you want to select additional Investment categories in any of the sections, go back to the “**IPSF 2024-2025**” link on the home page under the Year End tab or click on ‘Section Page’ on ‘Employee Options’ tab. This must be done before confirming the IPSF.

'SAVE & VIEW' - PDF FORMAT

Note: This is just a draft copy of IPSF. Click 'Back' to go to 'Employee Confirm Screen' to 'Confirm' IPSF. [Back](#)

This is just a draft copy;
bar code will not appear

All the proofs have to be uploaded using the scan image option using the link "Upload IPSF Proof Images/Images Multiple". No hard copy proofs will be accepted. Please ensure to consolidate all the images of your investment proofs and self-declarations and upload accordingly.

IPSF ID : 6000000000002164

Investment Proofs Submission Form for the Year 2024-2025				
Employee ID*	Gender*	M	Date of Joining	08/11/2021
Name*	Sujan	No.of Children Going to School	0	
PAN*		No.of Children Going to Hostel	0	
Regime Type	Old Regime			
Section A - Rent Paid for claiming HRA exemption (Only Rent Receipts will be considered)				
From Date	To Date	Address	Rent Paid Per Month	Rent Paid Per Annual
01/04/2024	31/03/2025	211, Wheeler Road, Cox Town, Bangalore - 560005,BANGALORE,KARNATAKA	20000.00	240000.00
As Per Last Declaration			Section B - Chapter VI A - Deductions from Total Income	
25000 Medical Insurance - Self / Spouse / Children (<60 yrs) - With Insurance			Value of Proof Attached	
0 Medical Treatment/Handicapped Dependent (U/s 80DD) < 80%			20000.00	
0 Interest on Educational Loan (U/s 80E)			75000.00	
0 Permanent Physical Disability Severe Disability (80U) > 80%			5000.00	
40000 Medical Treatment of Specified Diseases (80DBB)			125000.00	
0 Additional NPS Employee Contribution (U/s 80CCD1B)			30000.00	
0 Atal Pension Yojana (U/s 80CCD1B)			40000.00	
0 Electric Vehicle Loan Interest Benefit (U/s 80EEB)			70000.00	
0 Deduction for Interest on Deposits in Savinsos Account (U/s 80TTA)			120000.00	
			7000.00	

Key Points:

- This is just a draft copy of IPSF. Hence, bar code will not get generated.
- Please go back to 'Employee Confirm Screen' to 'Confirm' IPSF.
- This is the new feature that has been provided. Now the IPSF 'Save & View' and IPSF Confirmed Bar Coded sheet along with annexures will be available in PDF format which can be downloaded / printed.

Download & Print IPSF
options
are provided

DOWNLOADABLE & PRINTABLE IPSF IN PDF

My Transactions

My Reports

Downloads

Year End

- IPSF Approval Report
- IPSF 2024-2025**
- Upload IPSF Proof Images
- My Signed Form 16

Image Upload

[Back to SuperAdmin](#)

[Click here to view IPSF Life Cycle Status](#)

Note: IPSF is confirmed and no further modifications can be done now. Please upload the below IPSF bar coded sheet (duly signed) along with IPSF auto-generated annexures (duly signed) and the copies of relevant investment proofs (as applicable) by using 'Click Here' option to complete your IPSF submission.

[Click Here](#)

ServletController

1 / 10 | - 75% + ⌂ ⌃ ⌁

Unique Barcode

PGBRK

IPSF|7828|508|007|0000000002164||W||

All the proofs have to be uploaded using the scan image option using the link "Upload IPSF Proof Images/Images Multiple". No hard copy proofs will be accepted. Please ensure to consolidate all the images of your investment proofs and self-declarations and upload accordingly.

Private Limited		IPSF ID : 00000000002164			
Investment Proofs Submission Form for the Year 2024-2025					
Employee ID*	508	Gender*	M	Date of Joining	08/11/202
Name*	Sujan			No.of Children Going to School	0
PAN*				No.of Children Going to Hostel	0
Regime Type	Old Regime				
Section A - Rent Paid for claiming HRA exemption (Only Rent Receipts will be considered)					
From Date	To Date	Address	Rent Paid Per Month	Rent Paid Per Annual	Property ID
01/04/2024	31/03/2025	211, Wheeler Road, Cox Town, Bangalore - 560005, BANGALORE, KARNAT AKA	20000.00	240000.00	1
As Per Last Declaration				Section B - Chapter VI A - Deductions from Total Income	
25000 Medical Insurance - Self / Spouse / Children (<60 yrs) - With Insurance				20000.00	
0 Medical Insurance - Self / Spouse / Children (>=60 yrs) - With Insurance				0.00	
0 Medical Insurance - Self / Spouse / Children (>=60 yrs) - Without Insurance				0.00	

Download & Print IPSF options are provided

Key Points:

- Employee can view the different stages of IPSF submission process by clicking on '**IPSF Life Cycle Status**' hyper link
- The Printable IPSF has a unique Barcode that identifies every individual, hence, print or download the IPSF along with the Barcode. Do not staple/scratch/write on the Barcode. Proofs submitted without the online IPSF (as covering) will not be accepted. When once the proofs are uploaded, then the 'Click Here' option/hyperlink will not be available.

PRINTABLE IPSF (CONTINUED..)

Payroll Deduction		
Particulars		Amount
Provident Fund		201282.00
Payroll Deduction - Total		201282.00

Dependent Details
will also appear on
IPSF confirmed
page

Dependent Details:		
Dependent Name	Relationship	Age
Deepak Raj	Self	35
Vinita Haridas	Spouse	31
A N Rajan	Father	68
Subhadra Rajan	Mother	61
Aaradhy Raj	Daughter	5

Declaration:

- I hereby declare that I have read and understood the guidelines and "Information Document" and that, all information, documents provided are true and correct in all respects.
- LTA exemption claimed by me (if applicable) is as per IT rule which specifies that exemption can be claimed twice in a lock of 4 years (irrespective of the number of employers in the block period)
- I also undertake to indemnify the company for any loss/liability that may arise, in the event of any incorrect information, documents provided by me.

* Indicates mandatory fields as per our database. Please verify the same and if blank, please fill and submit the form.

Either e-Sign Note
OR a manual
signature
mandatory

Signature of Employee * _____

Note: This is a computer generated statement. Hence does not require signature.

EPSF Confirmed on :14-11-2024 23:46:14

CONTENT TRACKER

- Locating the IPSF 2024-2025 Link
- Tax Regime wise Section(s) & Item(s) Selection & Master Information
- **Section wise Data Entry**
 - Section A HRA
 - Section B Chapter VI A - Deductions from Total Income
 - Section C Chapter VIA - Section 80CCE (Sec 80C, Sec 80CCC, Sec 80CCD)
 - Section D Housing Loan (Interest and Principal)
 - Section E Previous Employer Details
 - Section G Other Income
- IPSF Confirmation & Bar-coded IPSF Report
- **Forms & Annexures**

COMPUTATION OF INCOME/LOSS FROM HOUSE PROPERTY - LET OUT

COMPUTATION OF INCOME / LOSS FROM HOUSE PROPERTY - LETOUT					
Name and Address of the Employee	Abhinav				
Permanent Account Number					
House Property U/s 24	Amount				
	Property 1		Property 2		Property 3
(a) Housing Interest paid for 2024-2025 as per certificate		100000		250000	100000
(b) Rental Income / Notional rental income for the year 2024-2025	300000		100000		150000
(c) Less: Municipal Tax Paid to the authorities	3000		0		25000
(d) Net Income from House Property (b - c)	297000		100000		125000
(e) Less: Repairs and Renewals @30% on Net Income (d * 30%)	89100		30000		37500
(f) Net Actual Income to be set off (d - e)		207900		70000	87500
(g) Net value of Loss / Income for the year (a - f)	107900		(180000.0)		(12500.0)
(h) Total Loss Amount from Previous Years		0		0	0
(i) Loss claimed during the Previous Years		0		0	0
(j) Carry Forward Amount for 2024-2025		0		0	0
(k) Final Net value of Loss / Income for the year 2024-2025 (g-j) - after adjusting Previous Year Carried Forward Loss Amount, if any (applicable and adjusted only in case of Income from Let Out Property for the year 2024-2025)					(84600.0)
Note: If the Net Value exceeds interest paid for the year, then it would be treated as Income from House Property					

FORM FOR SENDING PARTICULARS OF INCOME UNDER SEC 192(2B)

Form for sending Particulars of income under section 192(2B) for the year ending 31/03/2025

[See Rule 26B]

1. Name and address of the employee	Abhinav
2. Permanent Account No.	
3. Residential status:	ROR
4. Particulars of income under any head of income other than "salaries" (not being a loss under any such head other than the loss under the head "Income from house property") received in the financial year - 2024-2025	
(i) Income from house property (in case of loss, enclose computation thereof)	0.0
(ii) Profit and gain of business or profession	0.0
(iii) Capital Gains	0.0
(iv) Income from other sources	0.0
(a) Bank Interest (excluding interest on savings account)	900.0
(b) Dividend	4970.0
(c) Interest on Deposits in Savings Bank account (Maximum deduction is allowed under Sec-80TTA is Rs.10,000/-)	7500.0
(d) Pension	21000.0
(e) Others	7900.0
5. Aggregate of sub-items (i) to (iv) of item 4	Total Rs. 42270.00

Verification

I Abhinav do hereby declare that what is stated above is true to the best of my knowledge and belief.

Verified today, the 15-11-2024 day of.

Place :Bangalore

Signature of the employee

DECLARATION FOR PAYMENTS FALLING DUE POST THE PROOF CUT-OFF DATE

DECLARATION TOWARDS FUTURE PAYMENTS FALLING DUE AFTER IPSF PROOF CONFIRMATION DATE 01-01-2025

Employee ID :

Employee Name : Abhinav [1]

Following are the details of future payments that are due after the IPSF proof confirmation date, but are payable before the Financial Year-end 2024-2025. Please consider these future payments for the tax benefit in the current Financial Year 2024-2025.

Contribution to Pension Fund (80CCC)			
Policy #	Expected Date of Payment	Name of Policy Holder	Amount
8776567	19/03/2025	Abhinav [1]	8000.0
Total			8000.00

Public Provident Fund (PPF)				
Account Number	Expected Date of Payment	Name of Account Holder	Status of Payment	Contribution Amount
88767	12/01/2025	Abhinav [1]	F	8000
Total				8000.00

Sukanya Samridhhi Scheme				
Account Number	Expected Date of Payment	Name of Account Holder	Status of Payment	Contribution Amount
8876767676	12/03/2025	Eva	F	3450
8876767676	12/01/2025	Eva	F	12700
Total				16150.00

Note: Tax benefit would be extended only on submission of this form for any future payments falling due after the IPSF proof confirmation date.

Employee Declaration

I hereby declare that, the information provided above is true and correct and will be solely responsible for any situation arising out of non-payment of the above mentioned future payments before 31/03/2025

SELF DECLARATION FOR PREVIOUS EMPLOYER'S PAYROLL DEDUCTIONS

Self-declaration given for claiming tax benefit for Previous Employer's Payroll Deductions

This is to declare that, I Rajaraj had invested in the following Chapter VIA investments which were part of Previous Employer's payroll deductions for the Financial Year 2024-2025. The amount was paid by me as part of monthly salary deductions.

Chapter VIA Investments - Previous Employer Salary Deduction Details (as applicable, if any)

Company Name	Life Insurance Premium (Sec 80C)	National Pension Scheme (Sec 80CCD) - NPS Tier I - Employee Contribution	National Pension Scheme (Sec 80CCD) - APY - Employee Contribution	National Pension Scheme (Sec 80CCD1B) - NPS Tier I - Additional Employee Contribution	National Pension Scheme (Sec 80CCD1B) - APY - Additional Employee Contribution	80DSI-Medical Insurance - Self / Spouse / Children (<60 yrs)	80DSSCI - Medical Insurance - Self / Spouse / Children (>=60 yrs)	80DPI-Medical Insurance for Parents (<60yrs)	80DPSCI-Medical Insurance for Parents (>=60yrs)
Ceridian	0.00	0.00	0.00	25000.00	0.00	0.00	12000.00	0.00	0.00

This declaration is being submitted in the absence of submission of specific proof (except the Full & Final Income Tax Computation Sheet & Form 12B) towards the above-mentioned investment details.

I hereby declare that, the information provided above is true and correct and will be solely responsible for any situation arising out of false information.

Employee Name : Rajaraj

Employee PAN : AIDPJ1125M

Employee PRAN :

Notes:

1. This declaration to be submitted mandatorily only in case of non-submission of specific proof (except the Full & Final Income Tax Computation Sheet & Form 12B) related to Previous Employer's deduction towards LIC, Medical Insurance, National Pension Scheme (Employee Contribution).
2. The amount so declared as part of IPSF will be considered for tax benefit under Chapter VIA for overall tax calculation for the Financial Year.

SELF DECLARATION FOR PREV EMPLOYER CONTRIBUTION TO RETIREMENT SCHEMES

Self-declaration given towards Previous Employer Contribution to Retirement Fund or Schemes

This is to declare that, following are the details of Previous Employer/s Contribution towards Recognized Provident Fund, Approved Superannuation Fund, and National Pension Scheme for the Financial Year **2024-2025**.

Previous Employer Contributions towards retirement schemes:

Company Name	Employer Contribution to Provident Fund	Employer Contribution to Superannuation Fund	Employer Contribution to National Pension Scheme (Sec 80CCD2)
Ceridian	30000.00	0.00	150000.00

This declaration is being submitted in the absence of submission of specific proof (except the Full & Final Income Tax Computation Sheet & Form 12B) towards the above-mentioned Previous Employer's contribution details.

I hereby declare that, the information provided above is true and correct and will be solely responsible for any situation arising out of false information.

Employee Name : Rajarajeswari

Employee PAN : AIDPJ1125M

Employee PRAN :

Notes:

1. This declaration to be submitted mandatorily only in case of non-submission of specific proof (except the Full & Final Income Tax Computation Sheet & Form 12B) related to Previous Employer's Contribution towards Recognized Provident Fund, Approved Superannuation Fund, National Pension Scheme.
2. The contribution mentioned in the declaration is Employer contribution and not the Employee contribution.
3. Any Employer/s contribution (including Previous Employer/s and Current Employer) to these retirement schemes exceeding a combined cap of INR 7,50,000 for the Financial Year will be taxed as perquisite in the hands of an employee.
4. Any annual accretion by way of interest, dividend, or any other amount of similar nature during the Financial Year to the balance at the credit of these funds or schemes will be treated as perquisite to the extent it relates to the employer's contribution which will be included in total taxable income.

PREVIOUS EMPLOYER DETAILS - FORM 12B

FORM NO. 12B

[See Rule 26A]

Form for furnishing details of income under section 192(2) for the year ending 31/03/2025

Name and address of the employee : Rajaraj

Permanent Account No.: AIDPJ1125M

Residential status :

Serial Number	Name and address of Employer(s)	TAN of the Employer(s) as allotted by the ITO	Permanent Account Number of the Employer(s)	Period of Employment	Total amount of salary excluding amounts required to be shown in Col. 7 and Col. 8	Total amount of house rent allowance, conveyance allowance and other allowances to the extent chargeable to tax [See section 10(13A) rule 2A and section 10(14)]	Value of Perquisites and amount of accretion to employee's Provident Fund Account (give details in the annexure)	Total of col.6,7 and 8	Amount deducted in respect of life insurance premium, provident fund contribution etc. to which Sec. 80C applies (Give details)	Total amount of tax deducted during the year(enclose certificate issued under sec. 203)	Remarks
1	2	3	4	5	6	7	8	9	10	11	12
1	Ceridian	AIDP93614 K	AIDPK3614 M	71 days	-	-	-	1500000	45000	120000	Professional Tax Rs. 600

.....
Signature of the Employee

Verification

I Rajarajeswari Veluchamy ,do hereby declare that what is stated above is true to the best of my knowledge and belief.

Verified today, the 15-11-2024 day of.

Place :Bangalore

PREVIOUS EMPLOYER DETAILS - FORM 12B (CONTINUED..)

ANNEXURE

[See column 8 of Form No. 12B]

Particulars of value of perquisites and amount of accretion to employee's provident fund account

Name and address of the employee:Rajaraj

Permanent Account No.:AIDPJ1125M

Period Year ending:31/03/2025

PREVIOUS EMPLOYER DETAILS - FORM 12B (CONTINUED..)

ANNEXURE (Contd.)						
Whether any conveyance has been provided by the employer free or at a concessional rate or where the employee is allowed the use of one or more motor cars owned or hired by the employer, estimated value of perquisite (give details) [See Rule 3 (c)]	Remuneration paid by employer for domestic and/or personal services provided to the employee (give details) [See rule 3(g)]	Value of free or concessional passages on home leave and other travelling to the extent chargeable to tax (give details)[See rule 2B read with section 10(5)(ii)]	Estimated value of any other benefit or amenity provided by the employer, free of cost or at concessional rate not included in the preceding columns (give details), e.g. supply of gas, electricity or; estimated value of water for household perquisite (give details) consumption, free;[See rule 3(c)] educational facilities,; transport for families,etc.; [See rules 3(d), 3(e) and 3(f)]	Employer's contribution to recognized provident fund in excess of 10% of the employee's salary [See Schedule IV - Part A]	Interest credited to the assessee's account in recognized provident fund in excess of the rate fixed by the Central Government [See Schedule IV - Part A]	Total of columns 9 to 15 carried to column 8 of Form No. 12B
10	11	12	13	14	15	16

Key Points:

- The IPSF, Forms, Annexure, & supporting documents must have either e-Sign Note OR a manual signature mandatorily.

ANNEXURES (CONTINUED..)

Self declaration given for possession of Housing property(in the absence of Possession certificate) - Self Occupied(1)

(Applicable if housing loan interest /principal deduction benefit is claimed u/s 24)

This is to declare that I Abhinav , have gained the ownership/possession of my house property located at the following address, on 01/12/2022 (DD/MM/YYYY).

Address :

211, Wheeler Road, Cox Town, Bangalore - 560005

SILVASSA

Loan Lender/Bank Name : HDFC

Loan Sanction Date : 01/08/2021

Note: Section 24(b) of the Act allows deduction from income from house property on interest on borrowed capital as under:-

- (i) The deduction is allowed only in case of house property which is owned and in the occupation of the employee for his own residence. However, if it is not actually occupied by the employee in view of his place of the employment being at other place, his residence in that other place should not be in a building belonging to him.
- (ii) The house so acquired or constructed should be completed within 5 years from the end of the FY in which the capital was borrowed. Hence it is necessary for the DDO to have the completion certificate of the house property against which deduction is claimed either from the builder or through self-declaration from the employee.

ANNEXURES (CONTINUED..)

Self declaration given for possession of Housing property(in the absence of Possession certificate) - Self Occupied(2)

(Applicable if housing loan interest /principal deduction benefit is claimed u/s 24)

This is to declare that I Abhinav have gained the ownership/possession of my house property located at the following address, on 01/09/2024 (DD/MM/YYYY).

Address :

211, Wheeler Road, Cox Town, Bangalore - 560005

BANGALORE

Loan Lender/Bank Name : ICICI

Loan Sanction Date : 01/09/2024

Note: Section 24(b) of the Act allows deduction from income from house property on interest on borrowed capital as under:-

- (i) The deduction is allowed only in case of house property which is owned and in the occupation of the employee for his own residence. However, if it is not actually occupied by the employee in view of his place of the employment being at other place, his residence in that other place should not be in a building belonging to him.
- (ii) The house so acquired or constructed should be completed within 5 years from the end of the FY in which the capital was borrowed. Hence it is necessary for the DDO to have the completion certificate of the house property against which deduction is claimed either from the builder or through self-declaration from the employee.

ANNEXURES (CONTINUED..)

FORM NO. 12BB

(See rule 26C)

Statement showing particulars of claims by an employee for deduction of tax under section 192

- | | |
|---|-------------|
| 1. Name and address of the employee | : Abhinav |
| 2. Permanent Account Number of the employee | :
..... |
| 3. Financial year | : 2024-2025 |

Details of claims and evidence thereof																			
Sl. No.	Nature of claim	Amount(Rs.)	Evidence/Particulars																
(1)	(2)	(3)	(4)																
1.	House Rent Allowance: Property No :1 <table border="1" data-bbox="320 669 1267 943"> <tr> <td>(i) Rent paid to the landlord</td> <td>Rs.120000</td> </tr> <tr> <td>(ii) Name of the landlord</td> <td>Anila</td> </tr> <tr> <td>(iii) Address of the landlord</td> <td>211, Wheeler Road, Cox Town, Bangalore - 560005</td> </tr> <tr> <td>(iv) Permanent Account Number of the landlord</td> <td>AIDPJ1111A</td> </tr> </table> Property No :1 <table border="1" data-bbox="320 972 1267 1231"> <tr> <td>(i) Rent paid to the landlord</td> <td>Rs.120000</td> </tr> <tr> <td>(ii) Name of the landlord</td> <td>Binila</td> </tr> <tr> <td>(iii) Address of the landlord</td> <td>211, Wheeler Road, Cox Town, Bangalore - 560005</td> </tr> <tr> <td>(iv) Permanent Account Number of the landlord</td> <td>AIDPJ2222A</td> </tr> </table>	(i) Rent paid to the landlord	Rs.120000	(ii) Name of the landlord	Anila	(iii) Address of the landlord	211, Wheeler Road, Cox Town, Bangalore - 560005	(iv) Permanent Account Number of the landlord	AIDPJ1111A	(i) Rent paid to the landlord	Rs.120000	(ii) Name of the landlord	Binila	(iii) Address of the landlord	211, Wheeler Road, Cox Town, Bangalore - 560005	(iv) Permanent Account Number of the landlord	AIDPJ2222A	Rs.240000.0	House Rent Receipts
(i) Rent paid to the landlord	Rs.120000																		
(ii) Name of the landlord	Anila																		
(iii) Address of the landlord	211, Wheeler Road, Cox Town, Bangalore - 560005																		
(iv) Permanent Account Number of the landlord	AIDPJ1111A																		
(i) Rent paid to the landlord	Rs.120000																		
(ii) Name of the landlord	Binila																		
(iii) Address of the landlord	211, Wheeler Road, Cox Town, Bangalore - 560005																		
(iv) Permanent Account Number of the landlord	AIDPJ2222A																		
Leave Travel Concessions or Assistance																			
2.	Leave Travel Concessions or Assistance	Rs.82000.0	Travel Receipts/Tickets																

ANNEXURES (CONTINUED..)

4.	(h) Children Education Tuition fees	: Rs.9589	Rs. 603583.0	Photocopy of the investment proofs
	(i) Life Insurance Premium (Jeevan Dhara, Jeevan Akshay) etc	: Rs.14000		
	(ii) Section 80CCC	: Rs.58,000.00		
	(iii) Section 80CCD			
	(a) NPS Employee Contribution (U/s 80CCD)	: Rs.16000.0		
	(b) Atal Pension Yojana (U/s 80CCD)	: Rs.14000.0		
	(B) Other sections (e.g. 80E, 80G, 80TTA, etc.) under Chapter VI-A.			
	(a) Electric Vehicle Loan Interest Benefit (U/s 80EEB)	: Rs.0		
	(b) Medical Insurance (SEC80D)	: Rs.40000		
	(c) Atal Pension Yojana (U/s 80CCD1B)	: Rs.30000		
	(d) Additional NPS Employee Contribution (U/s 80CCD1B)	: Rs.10000		
	(e) Deduction for Interest on Deposits in Savings Account (U/s 80TTA)	: Rs.7500		
	Verification			
	I, Abhinav Raj , Son/Daughter of Maheshwar Mishra . do hereby certify that the information given above is complete and correct.			
	Place : Bangalore			
	Date : 15-11-2024		(Signature of the Employee)	
	Designation : Mts Software Engineer (Golang Java)		Full Name: Abhinav	

Note: The information/details above, as required for deduction of tax u/s 192 of the Income Tax Act, has been entered by the employee through an authorized login on the portal.

ANNEXURES (CONTINUED..)

Payroll Deduction	
Particulars	Amount
Provident Fund	217296.00
Voluntary Provident Fund	362148.00
Life Insurance Premium	15000.00
Donations	7000.00
Medical Insurance - Self / Spouse / Children (<60 yrs) - With Insurance	5000.00
80CCD1B - Additional NPS Tier 1 - Employee Contribution	10000.00
Payroll Deduction - Total	616444.00

Key Points:

- Any deduction through pay slip like PF, VPF and Medical Insurance etc., will be considered directly for Income Tax benefits and no need of submitting the proof for this.

CONTENT TRACKER

- Locating the IPSF 2024-2025 Link
- Tax Regime wise Section(s) & Item(s) Selection & Master Information
- **Section wise Data Entry**
 - Section A HRA
 - Section B Chapter VI A - Deductions from Total Income
 - Section C Chapter VIA - Section 80CCE (Sec 80C, Sec 80CCC, Sec 80CCD)
 - Section D Housing Loan (Interest and Principal)
 - Section E Previous Employer Details
 - Section G Other Income
- IPSF Confirmation & Bar-coded IPSF Report
- Forms & Annexures
- **Section wise Proof Upload Navigation Guide - Reference slides**

IPSF SECTION WISE PROOF UPLOAD – NAVIGATION GUIDE

By default the PROOF UPLOAD button will be invisible / deactivated

In any of the IPSF section pages only when employee enters details and Click on SAVE, a new tab 'PROOF UPLOAD' will auto appear on the screen.

Example given below

Public Provident Fund (PPF) Details Saved.

Investment Proofs Submission Form 2023-2024

Public Provident Fund (PPF)

Fields marked with (*) are mandatory.

[Have a Query?](#)

PPF Account Number *	Date of Payment* (dd/mm/yyyy)	Name of Account Holder *	Relationship	Status Of Payment*	Amount *	
7896	15/05/2023	Nikhil	Self	Paid	100000.00	Delete

Add New Row

Total : **100000.00**

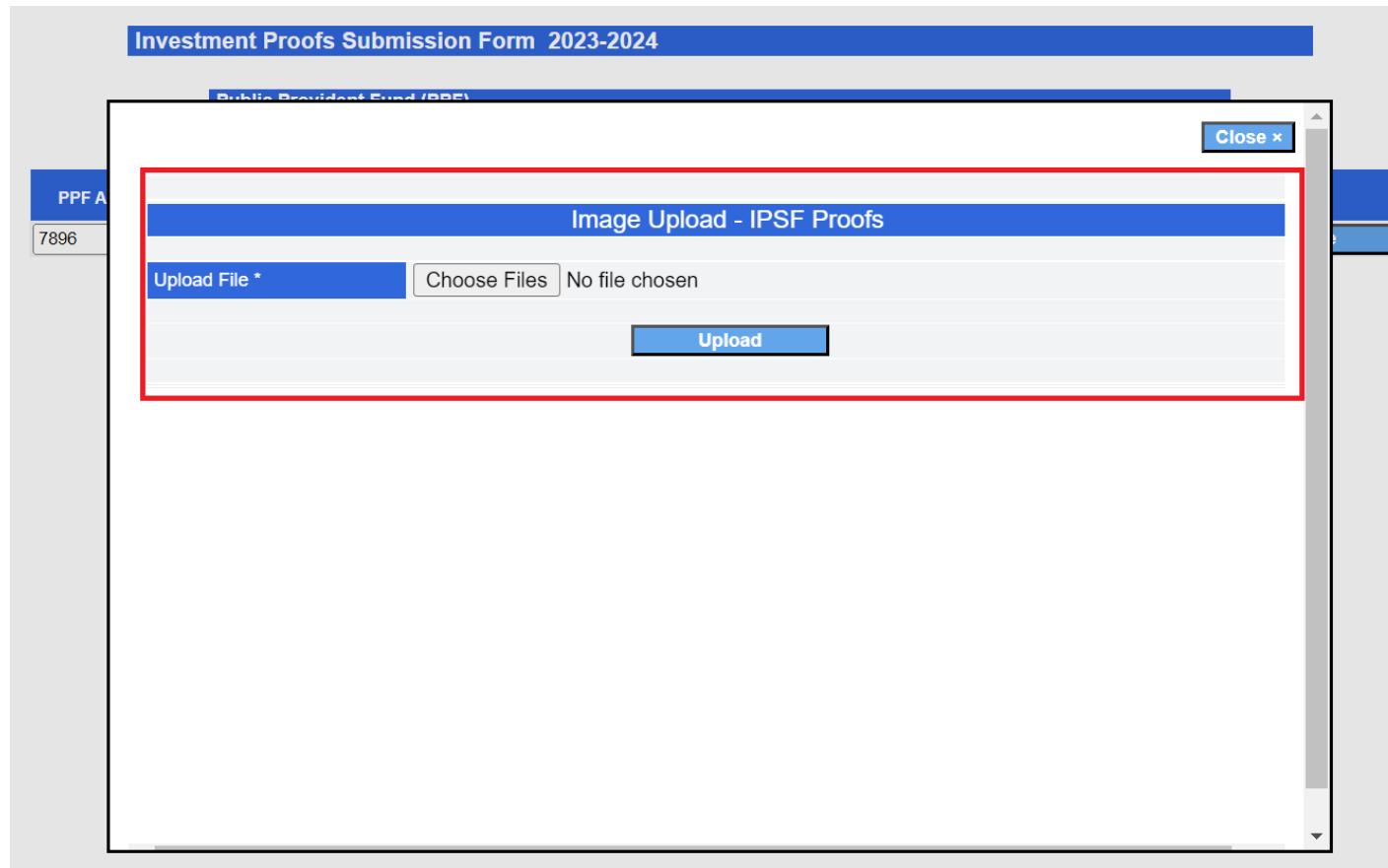
Note : 1) Provident Fund (PF) & Voluntary Provident Fund (VPF) deducted from your salary will be automatically considered for deduction
2) Maximum eligibility criteria for Public Provident Fund is Rs. 150000/-.

Number of supporting documents : **1**

Previous **Save** **Next** **Proof Upload**

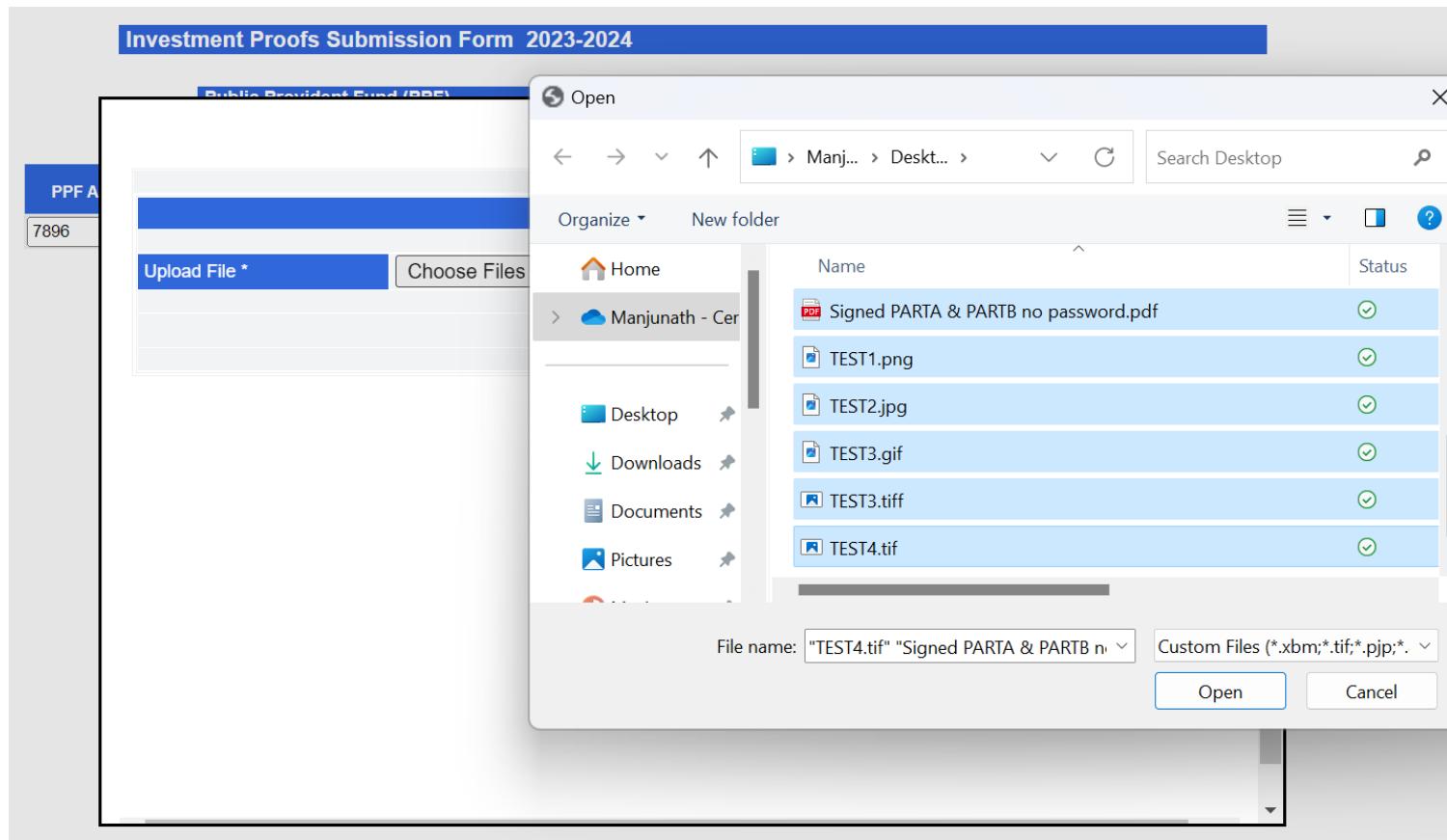
IPSF SECTION WISE PROOF UPLOAD – NAVIGATION GUIDE

Upon clicking 'Proof Upload' in any of the IPSF section pages, the Image Upload window will open with an option to browse and upload files. An employee can select multiple files and upload those images by clicking on 'Choose Files' which will allow the employee to browse and select multiple files.



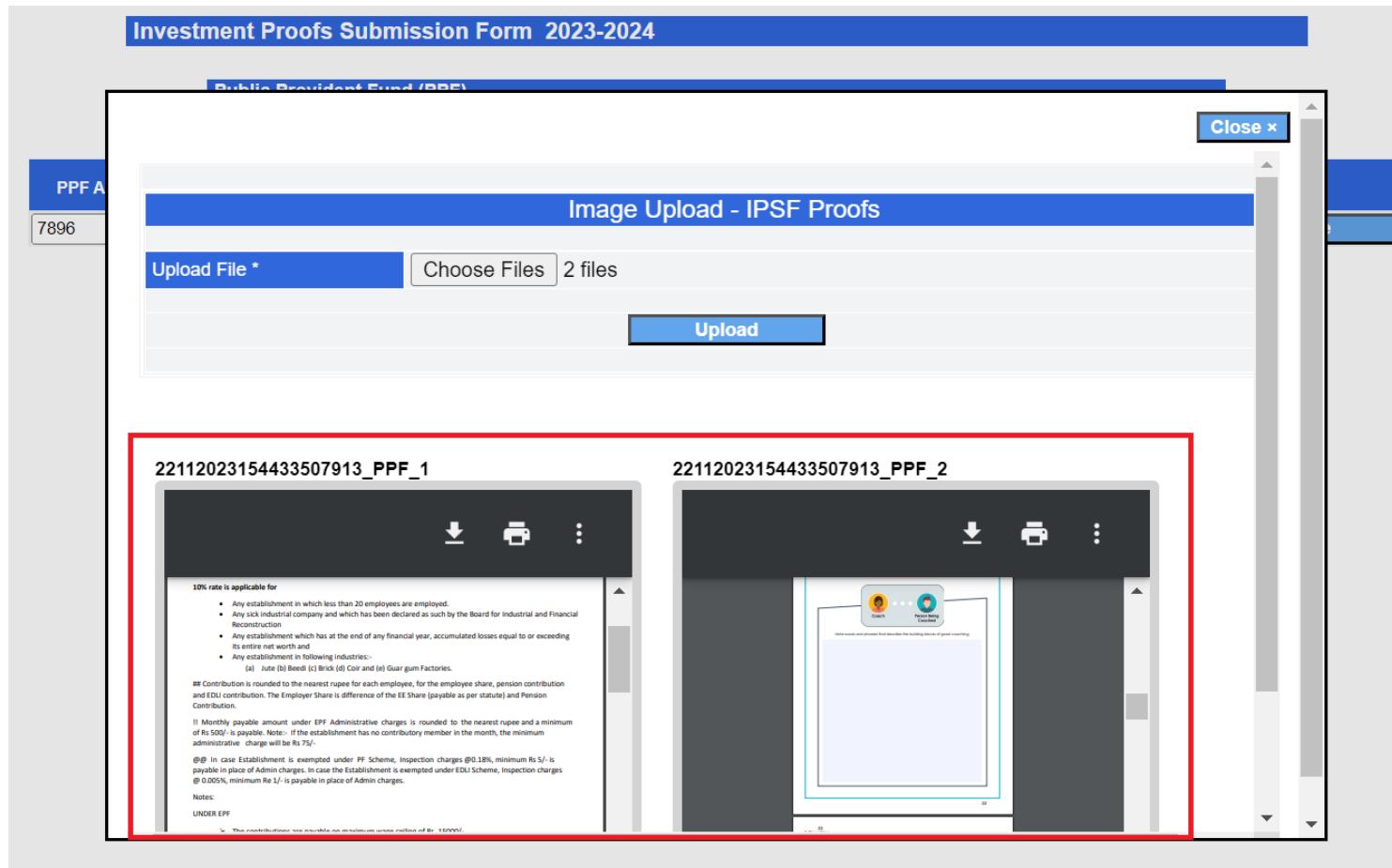
IPSF SECTION WISE PROOF UPLOAD – NAVIGATION GUIDE

Upon Employee can select multiple files using 'Choose Files' button. The file format of scanned files should only be any of these: pdf, jpg, jpeg, tif, png, bmp.



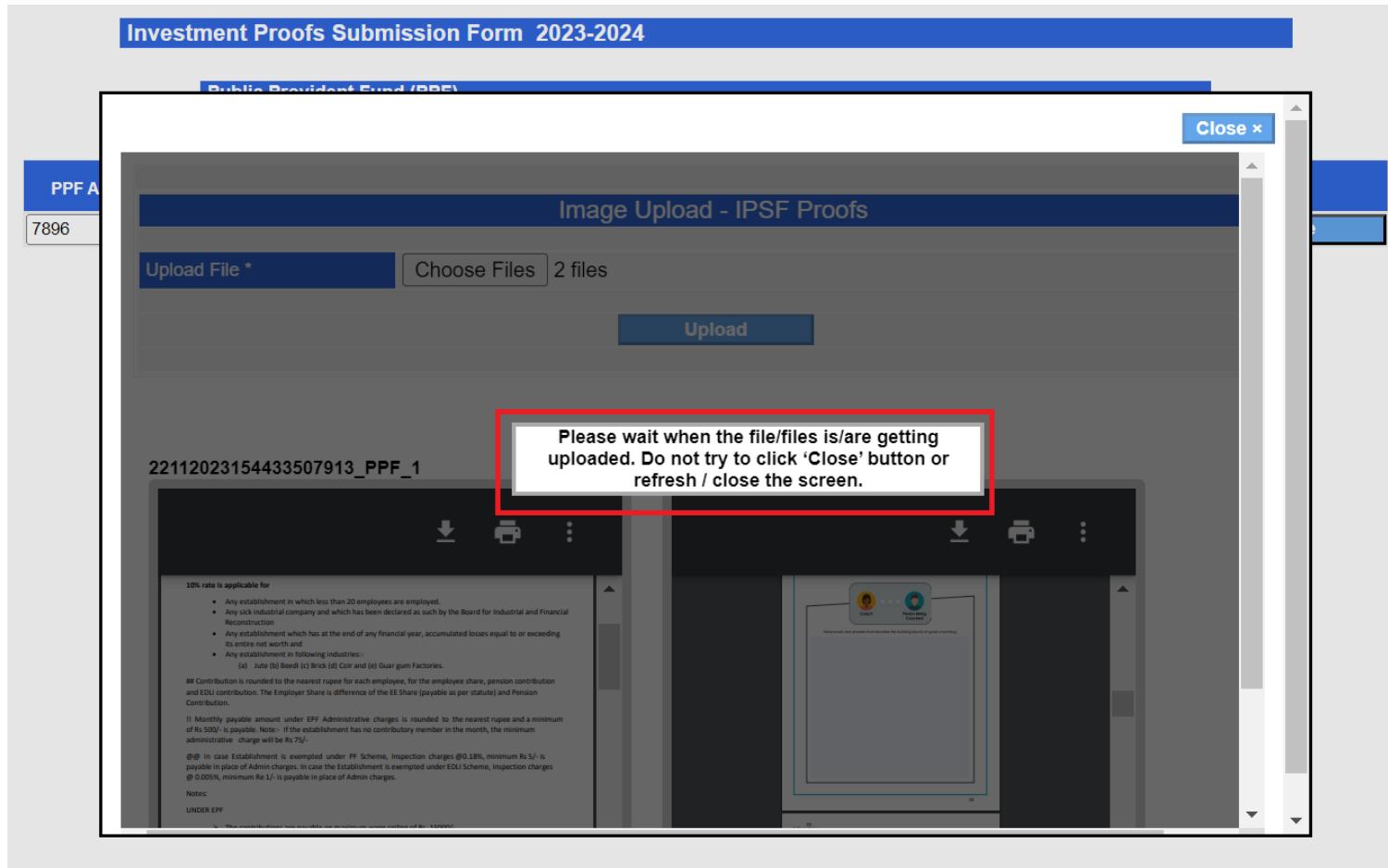
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Once the employee completes the selection of the files required to be uploaded, those file/files will get displayed on the screen with a scrolling bar on the right-hand side which will allow the employee to preview the files selected for upload.



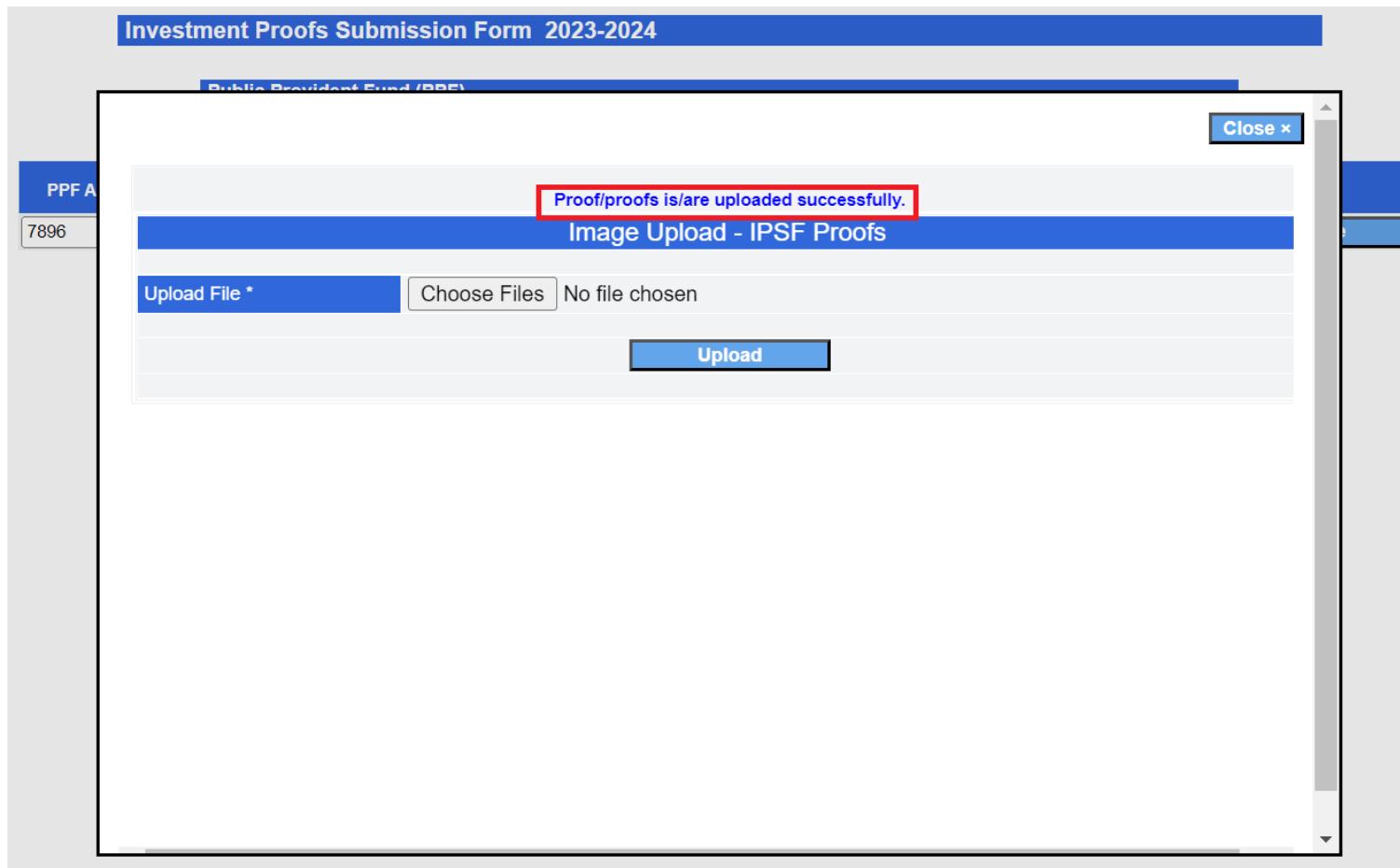
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On clicking 'Upload', the selected files will get uploaded. Following is the message which will be displayed on the screen while the file upload activity is in progress.



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Once the upload of the selected files is completed, the upload status will be displayed on the screen. The employee can click on 'Close' to close the image upload window.



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On closing the image upload window, the employee can see the files uploaded on the page.

Investment Proofs Submission Form 2023-2024

Public Provident Fund (PPF)

Fields marked with (*) are mandatory.

Have a Query?

PPF Account Number *	Date of Payment* (dd/mm/yyyy)	Name of Account Holder *	Relationship	Status Of Payment*	Amount *	
7896	15/05/2023	Nikhil	Self	Paid	100000.00	Delete

Add New Row Total : **100000.00**

Note : 1) Provident Fund (PF) & Voluntary Provident Fund (VPF) deducted from your salary will be automatically considered for deduction
2) Maximum eligibility criteria for Public Provident Fund is Rs. 150000/-.

Number of supporting documents : **1**

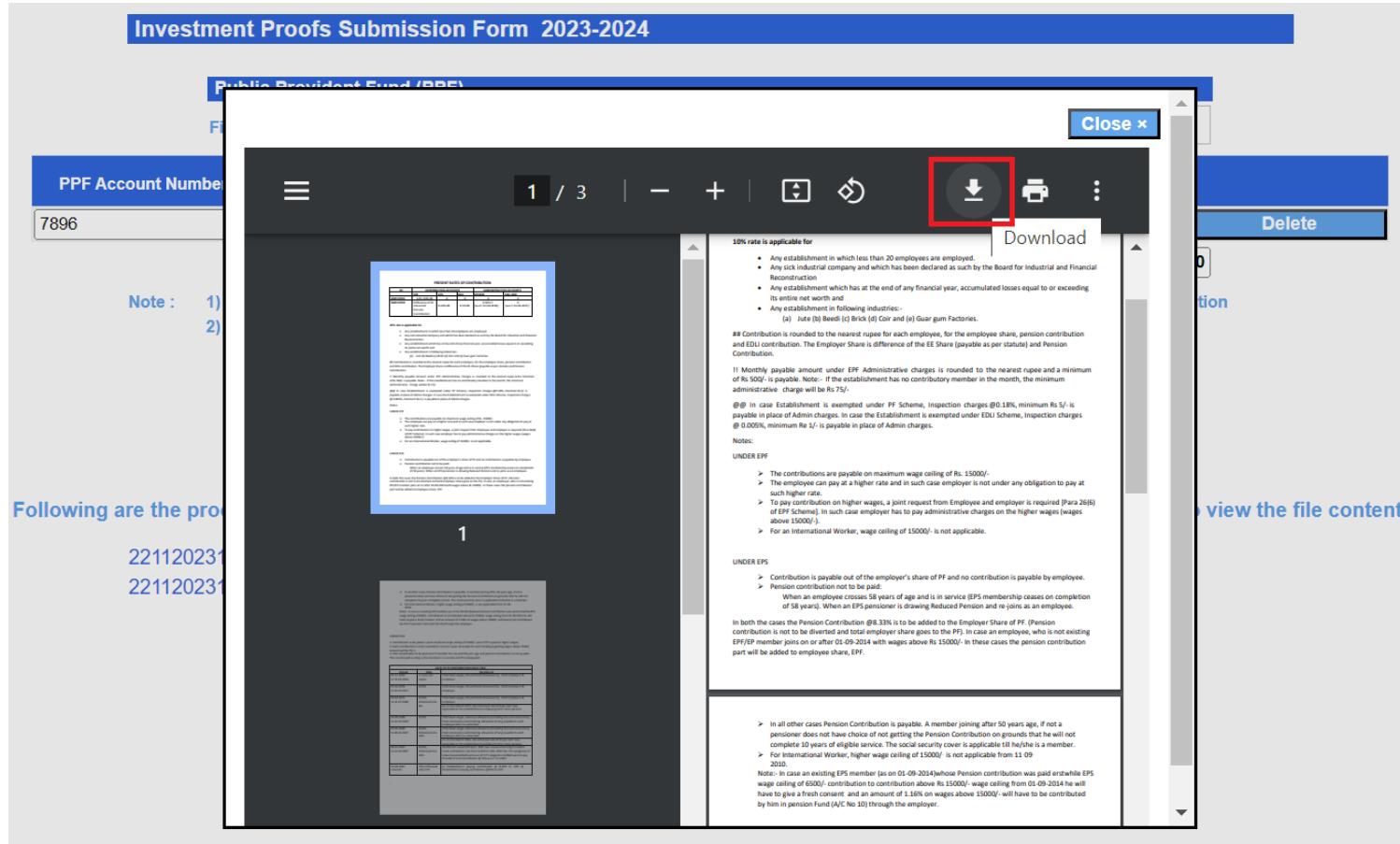
Previous **Save** **Next** **Proof Upload**

Following are the proof/proofs which is/are uploaded for the section code PPF. Please click on each file name hyperlink to view the file content.

[22112023154433507913_PPF_1.pdf](#)
[22112023154433507913_PPF_2.pdf](#)

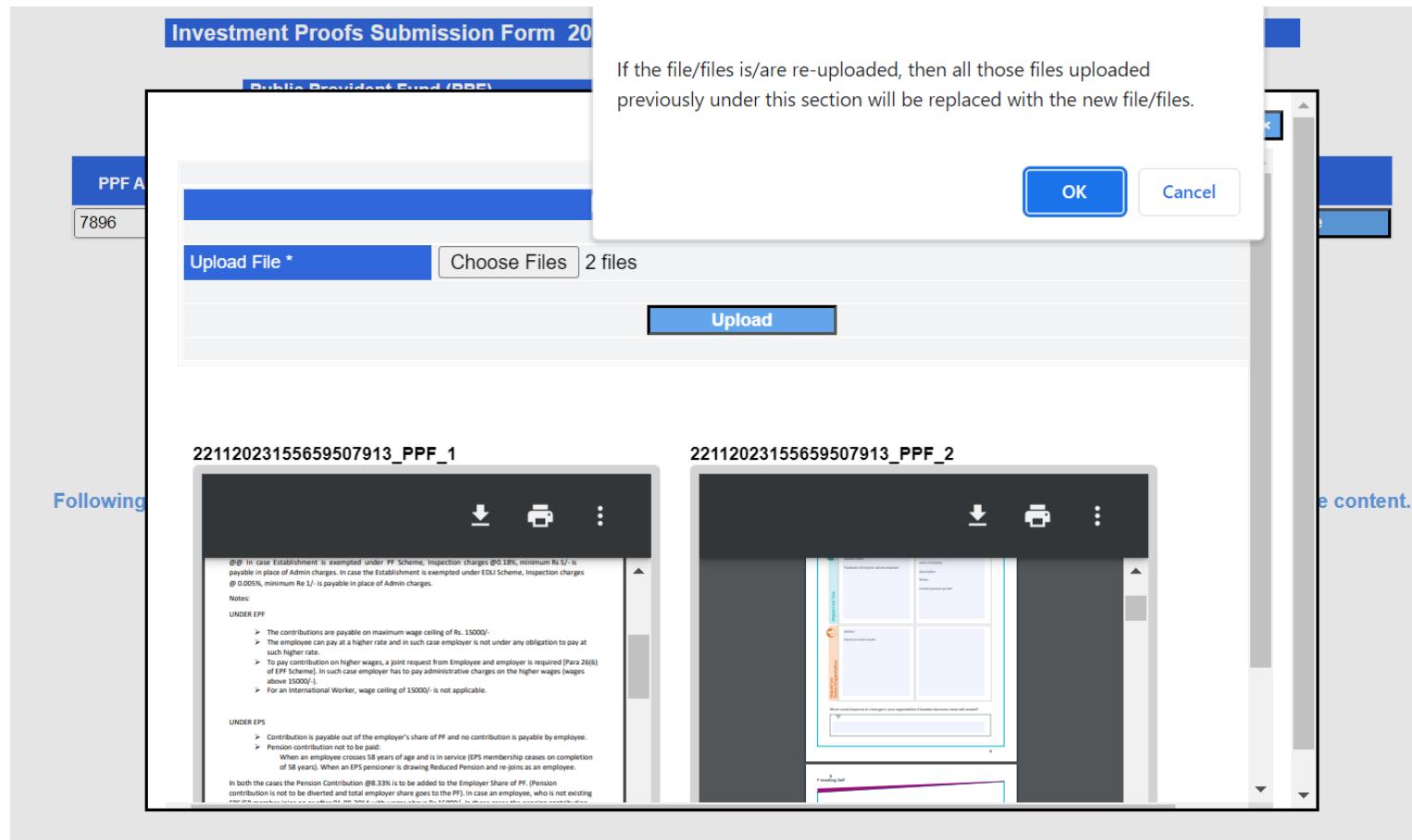
IPSF SECTION WISE PROOF UPLOAD – NAVIGATION GUIDE

If the employee wants to verify/view the documents uploaded, he can click on the hyperlinks available on the IPSF section page where documents are uploaded. The document will open as shown in the following screen shot and the file can be saved as well.



IPSF SECTION WISE PROOF UPLOAD – NAVIGATION GUIDE

If the employee wants to upload any additional file, the employee must upload all the files including the existing/already uploaded files because each time when the employee tries to upload the files, the existing files in system will get replaced with the current files uploaded. There will be an alert on the screen about this.



IPSF SECTION WISE PROOF UPLOAD – NAVIGATION GUIDE

If an employee tries to confirm the IPSF without uploading the proofs for all sections where he has updated the investment details, the following message will be displayed on the IPSF confirmation screen and the 'Confirm and Print' will be disabled. Validation alert will display all the sections for which the proofs are not uploaded.

Investment Proofs Submission Form 2023-2024

IPSF Confirmation Screen

Section C - Chapter VIA - Section 80C	
Particulars	Amount
Contribution to Pension Fund (80CCC)	22000.00
Public Provident Fund (PPF)	100000.00
National Savings Certificate (NSC)	50000.00
Tax Saving Mutual Funds	15000.00
Section C - Total	187000.00

Payroll Deduction	
Particulars	Amount
Provident Fund	151224.00
Payroll Deduction - Total	151224.00

I hereby declare that I have read and understood the guidelines provided in 'Proofs Option Document' and that, all information/proofs provided above is true and correct in all respects. I also undertake to indemnify the company for any loss/ liability that may arise, in the event of any incorrect information provided by me.

Save and View **Confirm and Print** **Re-print Report**

The investment details are updated for the following sections, but the proof/proofs is/are not uploaded. Please upload the relevant proof/proofs in the respective section to proceed. Else, delete the records and save, and then deselect the section/sections from initial section selection screen, if the section/sections is/are not required for IPSF submission.

Pension Fund (SEC80CCC)
NSC(SEC80C)
Mutual Funds(SEC80C)

IPSF SECTION WISE PROOF UPLOAD

Key Points:

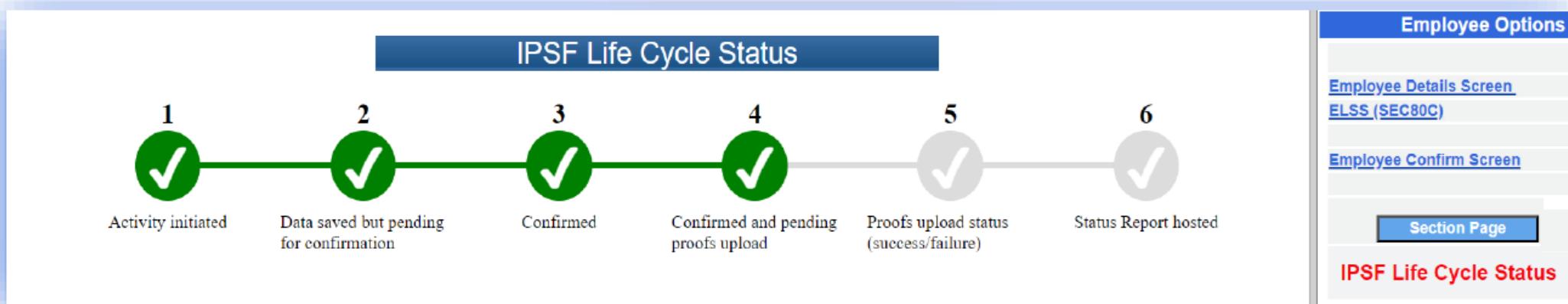
- The proof upload is not mandatory where employee can update only income by checking 'Income' check box.
- If an employee deletes the investment details entered in any section screen completely, then the proofs upload towards that section will also get deleted and employee is expected to re-enter the investment details and re-upload the proofs for that section again accordingly.
- Upon IPSF confirmation, IPSF bar coded sheet, Form 12BB and other annexures will get uploaded automatically.





You can now view the progress of your IPSF Screen

IPSF Life Cycle Status



THANK YOU