

Rent Receipt Template

1. Employee details

Employee ID E5285888

Full Name Satyanarayan Sahu

2. Address of the rented house

Kagadashree, 6th cross H 11, S-3 2nd floor

CITY Bangalore

STATE Karnatak

PIN CODE 560093

3. Rent details

Received with thanks from (employee name) Mr./Ms. Satyanarayan Sahu

sum of Rs. 52,500/-

(Rupees Fifty-two thousand five hundred only)

towards the rent of the above-mentioned residential premises for the month From October To December

Mode of Payment (Cash/Cheque/Online) cash Payment Dated 10-12-2020

4. Landlord Details

Permanent account number (PAN) BIHPT4750L

Full Name T Prem Kumar

Landlord Signature and Date Prem Kumar 3-1-21

Note: The HRA tax benefit is applicable only for the amount paid towards rent. Payment towards other expenses like maintenance, water, electricity, food, security deposits, late payment charges etc. are excluded. If other expenses are being paid along with the rent, the rent receipt should contain a break-up of all the components paid.