

Rent Receipt Template	
1. Employee details	
Employee ID	E5285888
Full Name	Satyanarayan Sahu
2. Address of the rented house	
Kagadaguru , 6th cross , #11 , S-1 , 2nd floor.	
CITY: Bangalore.....	
STATE : Karnatak.....	PIN CODE : 560093.....
3. Rent details	
Received with thanks from (employee name) Mr./Ms. <u>Satyanarayan Sahu</u> .....	
sum of Rs.	<u>52,500/-</u>
(Rupees <u>fiftytwo thousand five hundred</u> .....only)	
towards the rent of the above-mentioned residential premises for the month From <u>July</u> To <u>Sep -20</u>	
Mode of Payment (Cash/Cheque/Online) <u>cash</u> .....	Payment Dated <u>7-9-20</u> .....
4. Landlord Details	
Permanent account number (PAN)	<u>BIHPT4750L</u>
Full Name	<u>T Pradyuman Kumar</u>
Landlord Signature and Date	<u>T Pradyuman Kumar</u> <u>3-1-21</u>
<p><b>Note:</b> 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.</p>	