**RENT RECEIPT**

Choose from the drop box

Monthly

Quarterly *(divide quarterly rent amount by 3 and give p.m rent amount below)*

Half Yearly *(divide half yearly rent amount by 6 and give p.m rent amount below)*

Received a sum of Rs. 8000 **per month** (in words \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Eight thousand\_\_\_\_) from Mr./Ms/Mrs. **Suresh Subramaniyan** towards rent of the premises as mentioned in the below for half-yearly From **April 2019** To **September 2019**.

Address of the House Landlord’s Address for which Rent is paid

SF1A,second floor, Vasanth Apartments F4,Mahalakshmi Flats,

Moovarasampet Main Road No.80,Nattu Subburayan ST

Madipakkam Koot Road Mylapore

Madipakkam,

chennai-600091 chennai-600004



**Signature of the Landlord**

**RENT RECEIPT**

Choose from the drop box

Monthly

Quarterly *(divide quarterly rent amount by 3 and give p.m rent amount below)*

Half Yearly *(divide half yearly rent amount by 6 and give p.m rent amount below)*

Received a sum of Rs. 8000 **per month** (in words \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Eight thousand\_\_) from Mr./Ms/Mrs. **Suresh Subramaniyan** towards rent of the premises as mentioned in the below for half-yearly From **October 2019** To **March 2020**.

Address of the House Landlord’s Address for which Rent is paid

SF1A,second floor, Vasanth Apartments F4,Mahalakshmi Flats,

Moovarasampet Main Road No.80,Nattu Subburayan ST

Madipakkam Koot Road Mylapore

Madipakkam,

chennai-600091 chennai-600004



**Signature of the Landlord**

**ANNEXURE: For claiming HRA exemption**

**NAME OF EMPLOYEE : Suresh Subramaniyan**

**BANK ID : 1550790**

I, hereby declare that I will pay a monthly rent of Rs. 8000 (in figures)

…Eight Thousand ………….…………………………………………………………………………………… (in words) towards rent for my residential accommodation for the period Jan 2020 to March 2020.

I, hereby request Scope International Pvt Ltd to grant the HRA exemption u/s 10 of the Income Tax Act for the months of JAN 2020 To MAR 2020 based on this declaration.

Name of Owner Mr. /Ms. **Banu Gopan**

Employee Residential Address: **- SF1A Vasanth Apartments , Moovarasanpet Main Road ,**

**Madipakkam koot Road , Madipakkam**

**Chennai – 600091**

I also undertake to indemnify the company for any loss/liability that may arise in the event of the above declaration being incorrect.

Place: Chennai

Date: 15/01/2020

…………………………………………………………….

**Signature of the Employee**

**Note: This declaration form is mandatory for those employees who want to claim HRA Exemption for the period** JAN 2020 To MAR 2020**.**