

ANNEXURE: For claiming HRA exemption

NAME OF EMPLOYEE :

BANK ID :

I, hereby declare that I will pay a monthly rent of Rs. (in figures)
..... (in words)
towards rent for my residential accommodation for the period January'24 to March'24.

I, hereby request Standard Chartered Global Business Services Private Limited to grant the HRA exemption u/s 10 of the Income Tax Act for the months of January'24 to March'24 based on this declaration.

Name of Owner Mr. /Ms.

Employee Residential Address: -
.....
.....

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

Place:

Date:

.....

Signature of the Employee

Note: This declaration form is mandatory for those employees who want to claim HRA Exemption for the period January'24 to March'24.