

RENT RECEIPT

Received from Mr./Ms.of[Name of the company]

a sum of Rs.(Rupees)

towards rent for the period From To for the

property situated at(Address of the property)

Name of the owner :

PAN of the owner :

Address of the owner :

(SIGNATURE OF THE OWNER)

(Revenue Stamp if rent paid is more than Rs 5,000/- in cash)

Note:

1. Copy of PAN Card / PAN Proof of the landlord / house owner is mandatory, if the annual rent paid exceeds Rs.100000/-.
2. Please provide copy of Address Proof of Landlord/Owner.