



VIDYASAGAR UNIVERSITY

MIDNAPORE – 721102

Ph: 03222 – 297937 EPABX: 545

Salary Code:

**FORMAT FOR SUBMITTING THE SAVINGS DOCUMENTS FOR  
CLAIMING INCOME TAX REBATE FOR THE F.Y. 2016-17  
[LAST DATE OF SUBMISSION : 31<sup>st</sup> JANUARY, 2017]**

(Strike out which is not applicable) & [Use Capital Letters only]

<b>Name of the Employee :</b>			
<b>Designation :</b>		<b>Department :</b>	
<b>Date of Birth :</b>		<b>Sex :</b>	Male / Female
<b>Date of Joining VU :</b>		<b>Mobile No:</b>	
<b>PAN (Enclose a fresh copy)</b>			
<b>Father's Name :</b>			
<b>Residential Address:</b>			

Salary / Arrear salary received from previous institution during F.Y. 2016-17 (if yes, please furnish a certificate from your previous employer):

Gross Salary	Prof. Tax	Savings U/s 80C	Income Tax	TAN

<b>Other Source Income</b>			<b>(Amount in ₹)</b>
<b>Bank Interest Received in savings accounts:</b>			
<b>Bank Interest Received in fixed deposits or other accounts:</b>			
<b>Remuneration / Honorarium received from other institutions:</b>			
<b>Remuneration / Honorarium from VU (From office records)</b>			
<b>Remuneration / Honorarium from DDE, VU (From Office records)</b>			
<b>Other incomes, if any (Mention source)</b>			
<b>Interest income from Old NSC :</b>			
Year of Purchase	Rate of Inerest	Total Amount	Interest Accrued
2010-11	12.08		
2011-12	11.17		
2012-13	10.33		
2013-14	9.55		
2014-15	8.83		
2015-16	8.16		
<b>Total Interest Accrued</b>			
<b>Total Interest accrued excluding sixth year interest (2010-11)</b>			
<b>Total Other Source Income (For Office use only):</b>			

[ P. T. O. ]



<b>Relief/Rebate Under Other Sections of the Income Tax:</b>	
<b>INTEREST on HBL U/S 24 (b) (Max 2 Lakh)</b>	
<b>MEDICLAIM Premium U/S 80D:</b>	<b>Total Mediclaim</b>
a) Self deposit -	
b) University policy -	
Medical Treatment (Specific disease) U/S 80DDB (must enclose Form 10-1)	
Handicapped Dependent U/S 80DD	
Interest on Education Loan U/S 80E	
Rebate for Self Physically Handicapped U/S 80U	
<b>Interest on Savings (Max 10000) u/s 80TTA</b>	
<b>Spl. Tax Rebate (Max 5000) u/s 87A (below 5 Lakhs)</b>	
Relief U/S 89 (must enclose 10E)	
Any other (please specify)	

*Note: Deduction under section 80G for Donation to be claimed in your personal return.*

**Do you reside in a rented house and claim rebate u/s 10/13(A), if yes, please furnish following information for claiming Rebate U/S 10/13(A) :**

a) Total House Rent paid in F.Y. 2016-17:	
b) PAN of the House owner:	
c) Rent Agreement	<b>Yes / No</b>

<b>(For office use only)</b>	
<b>i) 40% of Salary Received :</b>	
<b>ii) HRA Received :</b>	
<b>iii) Excess Rent Paid over 10% of Salary :</b>	
<b>Rebate u/s 10(13(A) [ Min of above three]</b>	

**Declaration:** *I hereby declare that all the payments for which ..... documents are enclosed herewith are being paid from my income chargeable to tax and I claim the Relief & Rebates as per rule of Income Tax Act.*

**Date :**

**Signature of the Employee**

*# Note: Please number the enclosed documents and mention the total number of the documents enclosed in the declaration above.*