

F. No.3-19/Acctts/PSSCIVE/
PSS Central Institute of Vocational Education
Shyamla Hills, Bhopal

Dated: 10/10/2024

CIRCULAR

Sub: Income Declaration Form for the financial year 2024-25 - regarding

All the staff (Faculty and Non-Faculty) is requested to fill in the Income Declaration Form (enclosed) for the financial year 2024-25 and submit the same in Accounts Section **latest by 21st October 2024.**

It is observed that in-spite of receiving the forms, many officials do not submit on time. Thus, tax will be deducted as per details available in the Accounts Section, if declaration form is not submitted by any official within the stipulated time i.e. **21st October 2024.**

Accounts Officer

To

All Faculty & Staff

INCOME DECLARATION FORM

Financial year : **2024-2025**

Assessment Year : **2025-2026**

Name :

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Designation : _____

Department : _____

Residential Address: _____

Pan No. :

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(copy of Pan Card Mandatory)

Phone No./Mobile No.

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I hereby opt the (new/old)..... **Regime for calculation of income tax for the Financial Year 2024-2025.**

I furnish below the information of Income from House Property, Other Sources and direct investment made during the current financial year:

1. INCOME FROM HOUSE PROPERTY

(a) Date of Purchase/Date of completion of Construction of House Property _____

(b) Date of taking Loan from Bank (Specify the amount of Loan) _____

SELF OCCUPIED PROPERTY

(a) Loan borrowed on or before 01.04.99 Principal Rs. _____
Interest Rs. _____

(b) Loan borrowed after 01.04.99 Principal Rs. _____
Interest Rs. _____

(c) Loan borrowed after 01.04.2013 Principal Rs. _____
Interest Rs. _____

(Attach Statement issued by the Bank)

2. INCOME FROM OTHER SOURCES

(a) Income from other sources: Rs. _____
(Dividend/Bank interest (beyond limit)
Invigilation charges/Honorarium etc.)

3. DEDUCTIONS OF HRA

(a) Rent paid, if any (*Receipt and Rent Agreement must be enclosed*) _____

Address of rented premises: _____

4. DEDUCTION ALLOWED UNDER CHAPTER VIIIA AND REBATE U/S 80-C (Other than Salary Savings)

S.No	Particulars	Amount paid (Monthly/ Quarterly/Half yearly/Yearly)	Multiply	Total
1	Tier-II			
2	LIC			
3	PLI			
4	Tuition Fees			
5	Principal Amt. Housing			
6	Interest on Edu. Loan			
7	PPF			
8	NSC			
9	Jeevan Surksha			
10	Bonds			
11	ULIP/Mutual Funds			
12	Sukanya Khata			
13				
14	Any other			

(RECEIPTS OF ALL ABOVE SCHEME MUST BE ENCLOSED)

I certify that:

1. The NSC/Life Insurance Policies shown above has/have been on my life/on the life of my spouse/dependent son/daughter.
2. The above investments are made out of current year's income chargeable to Income Tax.
3. The above information is true and correct to the best of my knowledge.
4. I confirm that the information given by me is correct. I undertake to make the aforesaid investment well before 21.10.24 and will submit the proof of investment. I shall also be solely responsible for any legal action, in case I fail to invest the declared investment or submit wrong information.

Dated: _____

(SIGNATURE OF THE COUNCIL EMPLOYEE)

NOTE: Furnish the above details by 21/10/24 failing which Tax will be deducted as per the Income details available with Accounts.

