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# RwT eBinder

Income Tax e-Folder

India's Very Own  
Personal Tax Brand



relaxwithtax<sup>TM</sup>

**CLIENT DETAILS**

|                         |                             |
|-------------------------|-----------------------------|
| <b>NAME:</b>            | <b>SAMPLE NAME</b>          |
| <b>PAN NO.:</b>         | <b>SAMPLE PAN NO.</b>       |
| <b>DATE OF BIRTH:</b>   | <b>SAMPLE DATE OF BIRTH</b> |
| <b>FINANCIAL YEAR:</b>  | <b>2010 - 2011</b>          |
| <b>ASSESSMENT YEAR:</b> | <b>2011 - 2012</b>          |
| <b>EMAIL ID.:</b>       | <b>SAMPLE EMAIL ID.</b>     |

Dear Patron,

THANK YOU for according us the privilege of serving you.

It has been our pleasure to have facilitated the filing of your I-Tax Returns (ITR) this year.

Please find enclosed RwT eBinder (customized soft folder), which is a compilation of your tax related documents such as ITR, ITR Acknowledgement, Tax Computation & Form 16 submitted by you.

**Benefits of RwT eBinder:**

- i) eBinder provides you with a ready reference of all tax documents consolidated at one place.
- ii) You can use this eBinder readily for applying a loan, Visa or more importantly in case you get a tax query from the tax department.

It will be our constant endeavour to fulfill your in Personal Tax & Finance needs relevantly & completely.

With best regards,



Yashodhar Uchil  
Director - Strategic Alliances


**IMPORTANT**

This eBinder contains confidential information and is intended solely for the use of the individual to whom it is addressed. If you are not the intended recipient you are notified that disclosing, copying, distributing or taking any action based on the contents of this eBinder is strictly prohibited. If you have received this eBinder in error please notify [admin@relaxwithtax.com](mailto:admin@relaxwithtax.com).

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## **DOCUMENTS FROM INCOME TAX DEPT.**

|  |                |            |  |            |
|--|----------------|------------|--|------------|
|  <b>आयकर केन्द्र</b><br><b>CENTRALIZED PROCESSING CENTER</b><br><b>INCOME TAX DEPARTMENT</b><br><b><u>ACKNOWLEDGEMENT OF RECEIPT OF ITR-V</u></b> |                |            |  |            |
| Name   |                |            | PAN  |            |
| Form No. which has been electronically transmitted   | ITR-1          |            | Assessment Year  | 2011-12    |
| E-filing Acknowledgement Number  | 23300037012071 |            | Date of E-filing   | 12/07/2011 |
| Date of Receipt at CPC, Bangalore:   |                | 01/08/2011 | <i>For and on behalf of,<br/> Sanjai Verma,<br/> Commissioner of Income Tax, ITD-<br/> CPC, Bangalore<br/> (This is a computer generated email and needs no signature)</i> |            |
| Receipt No:  |                | 3556814    |  |            |

## ITRV

|             |   |                  |
|-------------|---|------------------|
| <b>FORM</b> | <b>INDIAN INCOME TAX RETURN VERIFICATION FORM</b> | Assessment Year  |
|             | <b>ITR-V</b>                                      | <b>2011 - 12</b> |

[Where the data of the Return of Income in Benefits in Form (ITR-1 (SAHAJ), ITR-2, ITR-3, ITR-4, ITR-4S (SUGAM), ITR-5, ITR-6 transmitted electronically without digital signature] . (Please see Rule 12 of the Income-tax Rules, 1962)

|   |                                   |                                |  |        |
|---|-----------------------------------|--------------------------------|--|--------|
| <b>PERSONAL INFORMATION AND THE DATE OF ELECTRONIC TRANSMISSION</b> | Name                              |                                | PAN  |        |
|   | Flat/Door/Block No                |                                | Name Of Premises/Building/Village                                  |        |
|   | Road/Street/Post Office           |                                | Area/Locality  |        |
|   | Town/City/District                |                                | State  |        |
|   | Pin                               |                                | Form No. which has been electronically transmitted (fill the code) |        |
|   | Designation of AO (Ward / Circle) |                                | Status (fill the code)   |        |
|   | E-filing Acknowledgement Number   |                                | Date(DD/MM/YYYY)   |        |
|   | Date(DD/MM/YYYY)                  |                                | Original or Revised  |        |
| <b>COMPUTATION OF INCOME AND TAX THEREON</b>                        | 1                                 | Gross total income             | 1  |        |
|   | 2                                 | Deductions under Chapter-VI-A  | 2  | 133187 |
|   | 3                                 | Total Income                   | 3  | 459180 |
|   | a                                 | Current Year loss, if any      | 3a   | 0      |
|   | 4                                 | Net tax payable                | 4  | 27726  |
|   | 5                                 | Interest payable               | 5  | 0      |
|   | 6                                 | Total tax and interest payable | 6  | 27726  |
|   | 7                                 | Taxes Paid                     | 7  |        |
|   | a                                 | Advance Tax                    | 7a   | 0      |
|   | b                                 | TDS                            | 7b   |        |
| c   | TCS                               | 7c                             | 0  |        |
| d   | Self Assessment Tax               | 7d                             | 0  |        |
| e   | Total Taxes Paid (7a+7b+7c +7d)   | 7e                             |  |        |
| 8   | Tax Payable (6-7d)                | 8                              | 0  |        |
| 9   | Refund (7e-6)                     | 9                              | 0  |        |

## VERIFICATION

I, \_\_\_\_\_ son/ daughter of \_\_\_\_\_, holding permanent account number \_\_\_\_\_, solemnly declare to the best of my knowledge and belief, the information given in the return and the schedules thereto which have been transmitted electronically by me vide acknowledgement number mentioned above is correct and complete and that the amount of total income/ fringe benefits and other particulars shown therein are truly stated and are in accordance with the provisions of the Income-tax Act, 1961, in respect of income and fringe benefits chargeable to income-tax for the previous year relevant to the assessment year 2011-12. I further declare that I am making this return in my capacity as \_\_\_\_\_ and I am also competent to make this return and verify it.

Sign here \_\_\_\_\_ Date \_\_\_\_\_ Place \_\_\_\_\_

If the return has been prepared by a Tax Return Preparer (TRP) give further details as below:

|                           |             |                          |
|---------------------------|-------------|--------------------------|
| Identification No. of TRP | Name of TRP | Counter Signature of TRP |
|                           |             |                          |

For Office Use Only

Receipt No

Filed from IP address

114.143.108.144

Date

Seal and signature of receiving official



ADQPB3257R012413723802207119EF4E9B6AB8C8BEA89B84B1558DD5E27E08F1A9C

Please furnish Form ITR-V to "Income Tax Department - CPC, Post Bag No - 1, Electronic City Post Office, Bangalore - 560100, Karnataka", by **ORDINARY POST OR SPEED POST ONLY**, within 120 days from date of transmitting the data electronically. Form ITR-V shall not be received in any other office of the Income-tax Department or in any other manner. The receipt of this ITR-V at ITD-CPC will be sent to you at this e-mail address

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## **DOCUMENTS FROM RELAXWITHTAX**



**Computation**

|                    |   |                 |            |
|--------------------|---|-----------------|------------|
| Name of Assessee   | Demo D Demo   |                 |            |
| Father's Name      | MR. D D Demo  |                 |            |
| Address            | 7 H, L.B.S. Marg, Vikhroli (West), Mumbai, MAHARASHTRA 400083 |                 |            |
| Status             | Individual  | Assessment Year | 2011-2012  |
| Ward               |   | Year Ended      | 31.3.2011  |
| PAN                | AAAAA2222D  | Date of Birth   | 13/02/1981 |
| Residential Status | Resident  | Sex             | Male       |
| Filing Status      | Original  |                 |            |
| Tele:              | Mob:9022154879  |                 |            |

**Computation of Total Income**

**Income from Salary (Chapter IV A) 184650**

Demo private ltd.

5 l.b.s.marg mumbai MAHARASHTRA

Salary 287500

Less:

Exempt 100350

100350

187150

Professional Tax u/s 16(iii)

2500

184650

**Gross Total Income 184650**

**Less: Deductions (Chapter VI-A)**

u/s 80C

N.S.C. 25000

25000

25000

**Total Income 159650**

Round off u/s 288 A 159650

Income Exempt u/s 10 100350

Tax Due 0

Tax Payable 0

Details of Exempt Income

| S.No. | Particulars | Amount |
|-------|-------------|--------|
|-------|-------------|--------|

**Demo private ltd.**

|   |  |        |
|---|--|--------|
| 1 |  | 100350 |
|---|--|--------|

**Total**

100350

Due Date for filing of Return July 31, 2011

Signature  
(Demo D Demo)

CompuTax : DEMO [Demo D Demo]

# ITR-1 SAHAJ INDIAN INDIVIDUAL INCOME TAX RETURN AY 2011-12

A1 FIRST NAME

A2 MIDDLE NAME

D e m o

D

A3 LAST NAME

D e m o

A4 PERMANENT ACCOUNT NUMBER

A A A A A 2 2 2 2 D

A5 SEX

☒ Male ☐ Female

A6 DATE OF BIRTH

1 3 0 2 1 9 8 1

A7 INCOME TAX WARD/CIRCLE

A8 FLAT/DOOR/BUILDING

8

A9 ROAD/STREET

l . b . s . m a r g

A10 AREA/LOCALITY

v i k h r o l i

A11 TOWN/CITY/DISTRICT

m u m b a i

A12 STATE

M A H A R A S H T R A

A13 PINCODE

4 0 0 0 8 0

A14 EMAIL ADDRESS

s u p p o r t @ r e l a x w i t h t a x . c o m

A15 RESIDENTIAL/OFFICE PHONE NO. WITH STD CODE

A16 MOBILE NO.

9 0 2 2 1 5 4 8 7 9

A17 Fill only one if you belong to ☐ Government ☐ PSU ☒ OthersA18 Fill only one ☐ Tax Refundable ☐ Tax Payable ☒ Nil Tax BalanceA19 Fill only one ☒ Resident ☐ Non Resident ☐ Resident but not ordinarily residentA20 Fill only one: filed ☐ Before due date-139(1) ☒ After due date-139(4) ☐ Revised Return-139(5) OR in response to notice ☐ 142(1) ☐ 148 ☐ 153A/153C

A21 If revised

and

D D M M Y Y Y Y

Receipt Number of Original Return

Date of Filing Original Return

## PART B - GROSS TOTAL INCOME

Whole-Rupee(₹) only.

B1 Income from Salary/Pension

NOTE⇒ Ensure to fill "Sch TDS1" given in Page 2

B1 1 8 4 6 5 0

▼ If showing loss, mark the negative sign in bracket at left

B2 Income from One House Property

B2 ( ) 0

B3 Income from other sources

NOTE⇒ Ensure to fill "Sch TDS2" given in Page 2

B3 ( ) 0

B4 Gross Total Income (B1 + B2 + B3)

B4 ( ) 1 8 4 6 5 0

## PART C - DEDUCTIONS AND TAXABLE TOTAL INCOME (Refer to Instructions for Limits on Amount of Deductions as per "Income Tax Act")

C1 C1 80C 2 5 0 0 0 C2 80CCC 0 C3 80CCD 0

C4 80CCF 0 C5 80D 0 C6 80DD 0

to C7 80ddb 0 C8 80E 0 C9 80G 0

C10 80GG 0 C11 80GGA 0 C12 80GGC 0

C13 C13 80U 0

C14 Total Deductions (Add items C1 to C13) C14 2 5 0 0 0

C15 Taxable Total Income (B4 - C14) C15 ( ) 1 5 9 6 5 0

FOR OFFICIAL USE ONLY

→ STAMP RECEIPT NO. HERE

SEAL, DATE AND SIGNATURE OF  
RECEIVING OFFICIAL

**PART D—TAX COMPUTATION AND TAX STATUS**

|                   |   |  |  |
|-------------------|---|--|--|
| <b>D1 to D3</b>   | <b>Tax Payable On Total Income(C15)</b>     | <b>Secondary &amp; Higher Education Cess</b> | <b>TOTAL TAX AND CESS ( D1+ D2 )</b>         |
|                   | ► D1 <input type="text"/>                   | ► D2 <input type="text"/>                    | ► D3 <input type="text"/>                    |
| <b>D4 to D6</b>   | <b>Relief u/s 89</b>                        | <b>Relief u/s 90/91</b>                      | <b>Balance Tax After Relief ( D3-D4-D5 )</b> |
|                   | ► D4 <input type="text"/>                   | ► D5 <input type="text"/>                    | ► D6 <input type="text"/>                    |
| <b>D7 to D9</b>   | <b>Total Interest u/s 234A/234B/234C</b>    | <b>Total Tax and Interest (D6+D7)</b>        | <b>Total Advance Tax Paid</b>                |
|                   | ► D7 <input type="text"/>                   | ► D8 <input type="text"/>                    | ► D9 <input type="text"/>                    |
| <b>D10 to D12</b> | <b>Total Self Assessment Tax Paid</b>       | <b>Total TDS Deducted</b>                    | <b>Total Prepaid Taxes ( D9+D10+D11 )</b>    |
|                   | ► D10 <input type="text"/>                  | ► D11 <input type="text"/>                   | ► D12 <input type="text"/>                   |
| <b>D13 to D14</b> | <b>Tax Payable ( D8-D12, If D8&gt;D12 )</b> | <b>Refund ( D12—D8, If D12 &gt;D8 )</b>      |  |
|                   | ► D13 <input type="text"/>                  | ► D14 <input type="text"/>                   |  |

Bank Account Details ( Mandatory in all cases irrespective of refund due or not)

► **D15** ACCOUNT No.  ► **D16** MICR CODE

► **D17** Type of account: ☐ Current ☒ Savings ► **D18** Fill only one: Refund by ☒ cheque or ☐ deposited directly into your bank account

► **D19** Exempt income only for reporting purposes (From Dividends, Agricultural Income < ₹ 5000/-) ►

**VERIFICATION**

I, Demo D Demo son/ daughter of D D Demo solemnly declare that to the best of my knowledge and belief, the information given in the return is correct and complete and that the amount of total income and other particulars shown therein are truly stated and are in accordance with the provisions of the Income-tax Act, 1961, in respect of income chargeable to Income-tax for the previous year relevant to the Assessment Year 2011-12.

Place ►  ► **2 4 1 1 2 0 1 1** SIGN HERE ►

If the return has been prepared by a Tax Return Preparer (TRP) give further details as below

|                      |                      |                          |                      |
|----------------------|----------------------|--------------------------|----------------------|
| Name of the TRP      | TRP PIN [ 10 Digit ] | Amount to be paid to TRP | TRP Signature        |
| <input type="text"/> | <input type="text"/> | <input type="text"/>     | <input type="text"/> |

**Sch IT - DETAILS OF ADVANCE TAX AND SELF ASSESSMENT TAX PAYMENTS**

| BSR CODE(col.i)           | DATE OF DEPOSIT(col.ii) | CHALLAN NO.(col.iii)   | TAX PAID(col.iv)       |
|---------------------------|-------------------------|------------------------|------------------------|
| R1 ► <input type="text"/> | ► <input type="text"/>  | ► <input type="text"/> | ► <input type="text"/> |
| R2 ► <input type="text"/> | ► <input type="text"/>  | ► <input type="text"/> | ► <input type="text"/> |
| R3 ► <input type="text"/> | ► <input type="text"/>  | ► <input type="text"/> | ► <input type="text"/> |
| R4 ► <input type="text"/> | ► <input type="text"/>  | ► <input type="text"/> | ► <input type="text"/> |
| R5 ► <input type="text"/> | ► <input type="text"/>  | ► <input type="text"/> | ► <input type="text"/> |

NOTE⇒ (1) Enter the totals of Advance Tax and Self Assessment Tax in D9 and D10 (2) Continue in Supplementary Schedule IT if you cannot fill within Sch IT

**Sch TDS1 - DETAILS OF TAX DEDUCTED AT SOURCE FROM SALARY** [As per Form 16 issued by Employer(s)]

| TAN(col.i)                | NAME OF THE EMPLOYER(col.ii) | INCOME UNDER SALARY(col.iii) | TAX DEDUCTED(col.iv)   |
|---------------------------|------------------------------|------------------------------|------------------------|
| S1 ► <input type="text"/> | ► <input type="text"/>       | ► <input type="text"/>       | ► <input type="text"/> |
| S2 ► <input type="text"/> | ► <input type="text"/>       | ► <input type="text"/>       | ► <input type="text"/> |
| S3 ► <input type="text"/> | ► <input type="text"/>       | ► <input type="text"/>       | ► <input type="text"/> |

NOTE⇒ (1) Enter the total of column(iv) of Sch TDS1 and Sch TDS2 in D11 (2) Continue in Supplementary Schedule TDS1 if you cannot fill within Sch TDS1

**Sch TDS2 - DETAILS OF TAX DEDUCTED AT SOURCE FROM INCOME OTHER THAN SALARY** [As per Form 16A issued by Deductor(s)]

| TAN(col.i)                | NAME OF THE DEDUCTOR (col.ii) | TAX DEDUCTED(col.iii)  | AMT OUT OF(iii) CLAIMED THIS YR(col.iv) |
|---------------------------|-------------------------------|------------------------|---|
| T1 ► <input type="text"/> | ► <input type="text"/>        | ► <input type="text"/> | ► <input type="text"/>                  |
| T2 ► <input type="text"/> | ► <input type="text"/>        | ► <input type="text"/> | ► <input type="text"/>                  |
| T3 ► <input type="text"/> | ► <input type="text"/>        | ► <input type="text"/> | ► <input type="text"/>                  |
| T4 ► <input type="text"/> | ► <input type="text"/>        | ► <input type="text"/> | ► <input type="text"/>                  |

NOTE⇒ (1) Enter the total of column(iv) of Sch TDS1 and Sch TDS2 in D11 (2) Continue in Supplementary Schedule TDS2 if you cannot fill within Sch TDS2



PERMANENT ACCOUNT NUMBER

A A A A A 2 2 2 2 D

AY 2011-12

FIRST NAME

MIDDLE NAME

LAST NAME

D e m o

D

D e m o

**SUPPLEMENTARY SCHEDULE TDS 1** (To be used only after exhausting items S1-S3 of Schedule TDS1 in main form etc)

|       | TAN(col.i) | NAME OF THE EMPLOYER(col.ii) | INCOME UNDER SALARY(col.iii) | TAX DEDUCTED(col.iv) |
|-------|------------|------------------------------|------------------------------|----------------------|
| S4 ▶  |            |                              |                              |                      |
| S5 ▶  |            |                              |                              |                      |
| S6 ▶  |            |                              |                              |                      |
| S7 ▶  |            |                              |                              |                      |
| S8 ▶  |            |                              |                              |                      |
| S9 ▶  |            |                              |                              |                      |
| S10 ▶ |            |                              |                              |                      |
| S11 ▶ |            |                              |                              |                      |
| S12 ▶ |            |                              |                              |                      |
| S13 ▶ |            |                              |                              |                      |
| S14 ▶ |            |                              |                              |                      |
| S15 ▶ |            |                              |                              |                      |
| S16 ▶ |            |                              |                              |                      |
| S17 ▶ |            |                              |                              |                      |
| S18 ▶ |            |                              |                              |                      |
| S19 ▶ |            |                              |                              |                      |
| S20 ▶ |            |                              |                              |                      |
| S21 ▶ |            |                              |                              |                      |
| S22 ▶ |            |                              |                              |                      |
| S23 ▶ |            |                              |                              |                      |
| S24 ▶ |            |                              |                              |                      |
| S25 ▶ |            |                              |                              |                      |
| S26 ▶ |            |                              |                              |                      |
| S27 ▶ |            |                              |                              |                      |
| S28 ▶ |            |                              |                              |                      |
| S29 ▶ |            |                              |                              |                      |
| S30 ▶ |            |                              |                              |                      |



PERMANENT ACCOUNT NUMBER

A A A A A 2 2 2 2 D

AY 2011-12

FIRST NAME

MIDDLE NAME

LAST NAME

D e m o

D

D e m o

**SUPPLEMENTARY SCHEDULE TDS 2** (To be used only after exhausting items T1-T4 of Schedule TDS2 in main form etc)

|     | TAN (col. i) | NAME OF THE DEDUCTOR (col. ii) | TAX DEDUCTED (col. iii) | AMT OUT OF (iii) CLAIMED THIS YR (col. iv) |
|-----|--------------|--------------------------------|-------------------------|--|
| T5  |              |                                |                         |  |
| T6  |              |                                |                         |  |
| T7  |              |                                |                         |  |
| T8  |              |                                |                         |  |
| T9  |              |                                |                         |  |
| T10 |              |                                |                         |  |
| T11 |              |                                |                         |  |
| T12 |              |                                |                         |  |
| T13 |              |                                |                         |  |
| T14 |              |                                |                         |  |
| T15 |              |                                |                         |  |
| T16 |              |                                |                         |  |
| T17 |              |                                |                         |  |
| T18 |              |                                |                         |  |
| T19 |              |                                |                         |  |
| T20 |              |                                |                         |  |
| T21 |              |                                |                         |  |
| T22 |              |                                |                         |  |
| T23 |              |                                |                         |  |
| T24 |              |                                |                         |  |
| T25 |              |                                |                         |  |
| T26 |              |                                |                         |  |
| T27 |              |                                |                         |  |
| T28 |              |                                |                         |  |
| T29 |              |                                |                         |  |
| T30 |              |                                |                         |  |
| T31 |              |                                |                         |  |



PERMANENT ACCOUNT NUMBER

A A A A A 2 2 2 2 D

AY 2011-12

FIRST NAME

MIDDLE NAME

LAST NAME

D e m o

D

D e m o

**SUPPLEMENTARY SCHEDULE IT** (To be used only after exhausting items R1-R5 of Schedule IT in main form etc)

|     | BSR CODE(col.i) | DATE OF DEPOSIT(col.ii) | CHALLAN NO(col.iii) | TAX PAID(col.iv) |
|-----|-----------------|-------------------------|---------------------|------------------|
| R6  |                 |                         |                     |                  |
| R7  |                 |                         |                     |                  |
| R8  |                 |                         |                     |                  |
| R9  |                 |                         |                     |                  |
| R10 |                 |                         |                     |                  |
| R11 |                 |                         |                     |                  |
| R12 |                 |                         |                     |                  |
| R13 |                 |                         |                     |                  |
| R14 |                 |                         |                     |                  |
| R15 |                 |                         |                     |                  |
| R16 |                 |                         |                     |                  |
| R17 |                 |                         |                     |                  |
| R18 |                 |                         |                     |                  |
| R19 |                 |                         |                     |                  |
| R20 |                 |                         |                     |                  |
| R21 |                 |                         |                     |                  |
| R22 |                 |                         |                     |                  |
| R23 |                 |                         |                     |                  |
| R24 |                 |                         |                     |                  |
| R25 |                 |                         |                     |                  |
| R26 |                 |                         |                     |                  |
| R27 |                 |                         |                     |                  |
| R28 |                 |                         |                     |                  |
| R29 |                 |                         |                     |                  |
| R30 |                 |                         |                     |                  |
| R31 |                 |                         |                     |                  |
| R32 |                 |                         |                     |                  |

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# Stumped by TAX QUERIES?



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## **DOCUMENTS FROM CLIENT**



## Personal Information Form

Dear Sir / Madam,

**Re:** Filing of Income Tax Return for Financial Year: **2010 - '11**

### PERSONAL INFORMATION FORM

\* indicates mandatory field(s)

#### Income Details:

With regard to the above, I am pleased to submit herewith, the details of my income under the following heads. Please check all that apply.

- ☒ Income from Salary/ Pension - Single Form 16  
☐ Income from Salary/ Pension - Multiple Form 16  
☒ Income in the form of interest or family pension  
☐ Property used as residence (for self), which has been acquired using borrowed money  
☐ Property let out on rent  
☐ Capital gain/ loss from the sale of investment/ property  
☐ Income / loss from other sources  
☐ Income from partnership firm by virtue of being a partner in such firm  
☐ Profit/ loss on account of trading in Derivatives/ Futures & Options  
☐ Profit/ Loss from Sole Proprietary Business/ Profession

#### Personal Information:

##### Full Name of Assessee:

|                      |      |                              |            |
|----------------------|------|------------------------------|------------|
| First Name*          | DEMO | Permanent Account No. (PAN)* | ABCDE1234F |
| Middle Name          |      | Date of Birth* (as DDMMYYYY) | 01/01/2011 |
| Last Name / Surname* | D    | Gender*                      | MALE       |

##### Father's Name:

|                      |      |
|----------------------|------|
| First Name*          | D    |
| Middle Name          |      |
| Last Name / Surname* | DEMO |

#### Contact Information:

We urge you to provide us your current, valid contact numbers to help us serve you better.

|                                   |              |                        |             |
|-----------------------------------|--------------|------------------------|-------------|
| Telephone (Country STD Phone No.) | 912261943400 | Personal Email Address | D@GMAIL.COM |
| Mobile (Country Phone No.)        | 919876543210 | Official Email Address | D@ABC.COM   |

#### Address:

##### Present Residential Address:

|   |             |  |        |
|---|-------------|--|--------|
| Flat / Door / Block / Plot No.          | 7           | } Please complete at least two (2) of these four fields. |        |
| Name of Premises / Building / Village   | H           |  |        |
| Road / Street / Lane / Post Office      | LBS         |  |        |
| Area / Locality / Taluka / Sub-Division |             |  |        |
| City*                                   | MUMBAI      | Pin Code / Zip*  | 400083 |
| State*                                  | MAHARASHTRA | Country*   | INDIA  |

##### Employment / Business Information:

Company address need not be provided if it is the same as mentioned in Form 16.

|   |      |  |  |
|---|------|--|--|
| Company Name                            | DEMO | } Please complete at least two (2) of these four fields. |  |
| Flat / Door / Block / Plot No.          | 7    |  |  |
| Name of Premises / Building / Village   | H    |  |  |
| Road / Street / Lane / Post Office      | LBS  |  |  |
| Area / Locality / Taluka / Sub-Division |      |  |  |
| City                                    |      | Pin Code / Zip   |  |
| State                                   |      | Country  |  |

#### Bank Details:

|                   |               |                 |           |
|-------------------|---------------|-----------------|-----------|
| Name of Bank*     | ABC BANK LTD  | Account Type*   | SAVINGS   |
| Branch & Address* | LBS, VIKHROLI | Account Number* | 123       |
|                   |               | MICR Details*   | 123456789 |

I DEMO D son / daughter of D DEMO  
declare that information / particulars submitted / provided by me as above are true,  
correct, complete & up to date in all respects. Further, I also state that I have no other  
income apart from those stated above.

Signature



# Form 16

(See Rule 3(1)(a))

## PART A

Certificate under section 203 of the Income-tax Act, 1961 for tax deducted at source on Salary

|   |  |  |  |         |
|---|--|--|--|---------|
| <b>Name and address of the Employer</b>   |  | <b>Name and designation of the Employee</b>              |  |         |
| Demo Private Limited<br>7 Hindustan Kohinoor Comple<br>LBS Road<br>Vikhroli West<br>Mumbai - 400083 |  | <b>Demo</b><br>Director                                  |  |         |
| <b>PAN of the Deductor</b>  | <b>TAN of the Deductor</b>   | <b>PAN of the Employee</b>                               |  |         |
| AAABB1111R  | MUMA11111D   | AAAAA2222D   |  |         |
| <b>CIT(TDS)</b>   |  | <b>Assessment Year</b>                                   | <b>Period</b>  |         |
|   |  | 2011 - 2012  | <b>From</b>  |         |
|   |  |  | <b>To</b>  |         |
|   |  | 01/04/2010   | 31/03/2011   |         |
| <b>Summary of tax deducted at source</b>  |  |  |  |         |
| <b>Quarter</b>  | <b>Receipt Numbers of original statements of TDS under sub-section (3) of section 200.</b>   | <b>Amount of tax deducted in respect of the employee</b> | <b>Amount of tax deposited/remitted in respect of the employee</b> |         |
| Quarter 1   | Not Available as Statement for this Qtr yet to be furnished  | 0  | 0  |         |
| Quarter 2   | Not Available as Statement for this Qtr yet to be furnished  | 0  | 0  |         |
| Quarter 3   | Not Available as Statement for this Qtr yet to be furnished  | 0  | 0  |         |
| Quarter 4   | Not Available as Statement for this Qtr yet to be furnished  | 0  | 0  |         |
| <b>Total</b>  |  | 0  | 0  |         |
| <b>PART B(Refer Note 1)</b>   |  |  |  |         |
| <b>Details of Salary paid and any other income and tax deducted</b>                                 |  |  |  |         |
| 1. Gross Salary   | Rs.  | Rs.  | Rs.  | Rs.     |
| (a) Salary as per provisions contained in sec.17(1)   | 287,500  |  |  |         |
| (b) Value of perquisites u/s 17(2) ( as per Form No. 12BA, wherever applicable)                     | 0  |  |  |         |
| (c) Profits in lieu of salary under section 17(3) ( as per Form No. 12BB, wherever applicable)      | 0  |  |  |         |
| (d) Total   |  |  | 287,500  |         |
| 2. Less: Allowance to the extent exempt u/s 10  |  | 100,350  |  |         |
| 3. Balance (1-2)  |  |  | 187,150  |         |
| 4. Deductions:  |  |  |  |         |
| (a) Entertainment allowance   | 0  |  |  |         |
| (b) Tax on employment   | 2,500  |  |  |         |
| 5. Aggregate of 4 (a) and (b)   |  | 2,500  |  |         |
| 6. Income chargeable under the head 'salaries' (3-5)  |  |  |  | 184,650 |
| 7. Add : Any other income reported by the employee  |  |  |  |         |
| a) Loss from House Property   | 0  |  |  |         |
| b) Total of Others  | 0  |  |  | 0       |
| 8. Gross total Income (6 + 7)   |  |  |  | 184,650 |
| 9. Deductions under Chapter VI-A  |  |  |  |         |
| (A) Section 80C, 80CCC and 80CCD  |  |  |  |         |
| (a) Section 80C   |  | Gross Amount   | Deductible Amount  |         |
| (i) National Saving Scheme (NSC VI/VII/VIII)  | 25,000   |  |  |         |
| (ii)  |  |  |  |         |
| (iii)   |  |  |  |         |
| (iv)  |  |  |  |         |
| (v)   |  |  |  |         |
| (vi)  |  |  |  |         |
| (Vii)   |  |  |  |         |
| (Viii)  | 0  |  |  |         |
|   |  | 25,000   | 25,000   |         |
| (b) Section 80CCC   |  | 0  | 0  |         |
| (c) Section 80CCD   |  |  |  |         |
| Note :  | 1. Aggregate amount deductible under section 80C shall not exceed one lakh rupees<br>2. Aggregate amount deductible under the three sections, i.e., 80C, 80CCC and 80CCD, shall not exceed one lakh rupees |  |  |         |

| (B) Other Sections (for e.g., 80E, 80G etc) under Chapter VI-A | Gross Amount | Qualifying Amount | Deductible Amount |         |
|--|--------------|-------------------|-------------------|---------|
| 10. Aggregate of deductible amount under Chapter VI-A          |              |                   |                   | 25,000  |
| 11. Total Income (8 - 10)                                      |              |                   |                   | 159,650 |
| 12. Tax on total income  |              |                   |                   | 0       |
| 13. Education Cess @ 3% (on tax computed at S. No. 12)         |              |                   |                   | 0       |
| 14 Tax Payable (12+13)   |              |                   |                   | 0       |
| 15. Less: Relief under section 89 (attach details)             |              |                   |                   | 0       |
| 16. Tax Payable (14-15)  |              |                   |                   | 0       |

**Verification**

I, Demo, Son/Daughter of D working in the capacity of Director (designation) do hereby certify that the a sum of [Rs. 0 (Rupees Nil (in words))] has been deducted and deposited to the credit of the Central Government. I further certify that the information given above is true, complete and correct and is based on the books of account, documents, TDS statements, TDS deposited and other available records.

For Demo Private Limited

Place : Mumbai

Date : 31/05/2011

Designation : Director

Signature of the person responsible for deduction of tax

Full Name : Demo

## ANNEXURE-B

DETAILS OF TAX DEDUCTED AND DEPOSITED IN THE CENTRAL GOVERNMENT ACCOUNT THROUGH  
CHALLAN

(The Employer to provide payment wise details of tax deducted and deposited with respect to the employee)

| S. No. | Tax Deposited in respect of the employee (Rs.) | Challan Identification Number (CIN) |  |                       |
|--------|--|-------------------------------------|--|-----------------------|
|        |  | BSR Code of the Bank Branch         | Date on which tax deposited (dd/mm/yyyy) | Challan Serial Number |
| Total  | 0  |                                     |  |                       |

## Annexure to Form 16

## DETAILS OF SALARY AND ALLOWANCES EXEMPT UNDER SECTION 10

Employee Name Demo

Period from 01/04/2010 To 31/03/2011

Assessment Year 2011 - 2012

|                              | Gross Amt     | TaxFree Amt   | Taxable Amt   |
|------------------------------|---------------|---------------|---------------|
| Basic Salary                 | 150000        | 0             | 150000        |
| Children Education Allowance | 1200          | 1200          | 0             |
| House Rent Allowance         | 30000         | 0             | 30000         |
| Special Allowance            | 7150          | 0             | 7150          |
| Telephone Reimbursement      | 18000         | 18000         | 0             |
| Books & Periodicals          | 12000         | 12000         | 0             |
| Petrol Allowance             | 21600         | 21600         | 0             |
| Driver Salary                | 10800         | 10800         | 0             |
| Corporate Attire             | 36750         | 36750         | 0             |
| <b>Total</b>                 | <b>287500</b> | <b>100350</b> | <b>187150</b> |

**Form No. 12BA****FORM NO. 12BA***[See Rule 26A(2)(b)]***Statement showing particulars of perquisites, other fringe benefits or amenities and profits in lieu of salary with value thereof**

(1) Name and address of employer : Demo Private Limited  
7, Hindustan Kohinoor Comple, LBS Road, Vikhroli West, Mumbai, Maharashtra.

(2) TAN : MUMA11111D

(3) TDS Assessment Range of the employer :

(4) Name, designation and PAN of employee : Demo, Director, AAAAA2222D

(5) Is the employee a director or a person with substantial interest in the company (where the employer is a company) : N

(6) Income under the head "Salaries" of the employee (other than perquisites) : 187150

(7) Financial Year : 2010-2011

(8) Valuation of Perquisites :

| S. No | Nature of perquisite (see rule 3)                          | Value of perquisite as per rules (Rs.) | Amount, if any, paid by employee (Rs.) | Amount of taxable perquisite (Rs.) |
|-------|--|--|--|------------------------------------|
| 1     | Accommodation  | 0                                      | 0                                      | 0                                  |
| 2     | Car / Other Automotive                                     | 0                                      | 0                                      | 0                                  |
| 3     | Sweeper,gardner,watchman or personal attendant             | 0                                      | 0                                      | 0                                  |
| 4     | Gas, electricity, water                                    | 0                                      | 0                                      | 0                                  |
| 5     | Interest free or concessional loans                        | 0                                      | 0                                      | 0                                  |
| 6     | Holiday expenses   | 0                                      | 0                                      | 0                                  |
| 7     | Free or concessional travel                                | 0                                      | 0                                      | 0                                  |
| 8     | Free meals   | 0                                      | 0                                      | 0                                  |
| 9     | Education  | 0                                      | 0                                      | 0                                  |
| 10    | Gifts, vouchers etc  | 0                                      | 0                                      | 0                                  |
| 11    | Credit card expenses                                       | 0                                      | 0                                      | 0                                  |
| 12    | Club expenses  | 0                                      | 0                                      | 0                                  |
| 13    | Use of movable assets by employees                         | 0                                      | 0                                      | 0                                  |
| 14    | Transfer of assets to employees                            | 0                                      | 0                                      | 0                                  |
| 15    | Value of any other benefit / amenity / service / privilege | 0                                      | 0                                      | 0                                  |
| 16    | Stock options (non-qualified options)                      | 0                                      | 0                                      | 0                                  |
| 17    | Other benefits or amenities                                | 0                                      | 0                                      | 0                                  |
| 18    | Total value of perquisites                                 | 0                                      | 0                                      | 0                                  |
| 19    | Profits in lieu of salary as per 17(3)                     | 0                                      | 0                                      | 0                                  |

Employee Name: Demo

Emp Code: D0001

## (9) Details of tax, -

|  |               |
|--|---------------|
| (a) Tax Deducted from salary of the employee u/s 192(1)        | 0             |
| (b) Tax paid by employer on behalf of the employee u/s 192(1A) | 0             |
| (c) Total tax paid   | 0             |
| (d) Date of payment into Government treasury                   | As per Form16 |

**Declaration by employer**

I Demo S/o / D/o D working as Director do hereby declare on behalf of Demo Private Limited that the information given above is based on the books of accounts, documents and other relevant records or information available with us and the details of value of each such perquisite are in accordance with section 17 and rules framed thereunder and that such information is true and correct

For Demo Private Limited

---

Signature of the person responsible for deduction of tax

Place : Mumbai

Full Name : Demo

Date : 31/05/2011

Designation : Director



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