

## FORM NO. 16

### Certificate under section 203 of the Income-Tax Act, 1961 for tax deducted at source from income chargeable under the head "Salaries"

Name and address of the Employer		Name and designation of the Employee	
PAN/GIR NO.	TAN	PAN/GIR NO.	
TDS Circle where Annual Return/Statement under section 2006 is to be filed	Period		Assessment year
	From	To	

### DETAILS OF SALARY PAID AND ANY OTHER INCOME AND TAX DEDUCTED

<b>1. Gross salary</b> (a) Salary as per provisions contained in sec. 17(1) (b) Value of perquisites u/s 17(2) (as per Form No. 12BA, wherever applicable) (c) Profits in lieu of salary under section 17(3) (as per Form No. 12BA, wherever applicable) (d) Total <b>2. Less: Allowance to the extent exempt under section 10</b>	Rs.  Rs.  Rs.			
<b>Rs.</b>				
<b>3. Balance (1 – 2)</b> <b>4. Deductions:</b> (a) Entertainment allowance                      Rs. (b) Tax on Employment                                      Rs. <b>5. Aggregate of 4 (a) and (b)</b> <b>6. Income chargeable under the head 'Salaries' (3 – 5)</b> <b>7. Add: Any other income reported by the employee</b>	Rs.  Rs.  Rs.	Rs.  Rs.		Rs.  Rs.
<b>Rs.</b>				
<b>8. Gross total income (6 + 7)</b> <b>9. Deductions under Chapter VIA</b>				Rs. Rs.

(A) sections 80C, 80CCC and 80CCD		Gross amount	Deductible amount
(a) section 80C			
(i)	Rs.		
(ii)	Rs.		
(iii)	Rs.		
(iv)	Rs.		
(v)	Rs.		
(vi)	Rs.	Rs.	Rs.
(b) section 80CCC		Rs.	Rs.
(c) section 80CCD		Rs.	Rs.
<p>Note: 1. aggregate amount deductible under section 80C shall not exceed on lakh rupees</p> <p>2. aggregate amount deductible under the three sections, i.e. 80C, 80CCC and 80CCD, shall not exceed one lakh rupees</p>			
(B) other sections (for e.g., 80E, 80G etc.) under Chapter VIA			
	Gross amount	Qualifying amount	Deductible amount
(a) section	Rs.	Rs.	Rs.
(b) section	Rs.	Rs.	Rs.
(c) section	Rs.	Rs.	Rs.
(d) section	Rs.	Rs.	Rs.
(e) section	Rs.	Rs.	Rs.
<b>10.</b> Aggregate of deductible amounts under Chapter VI-A			Rs.
<b>11.</b> Total income (8 – 10)			Rs.
<b>12.</b> Tax on total income			Rs.
<b>13.</b> Surcharge (on tax computed at S. No. 12)			Rs.
<b>14.</b> Education Cess (on tax at S. No. 12 and surcharge at S. No. 13)			Rs.
<b>15.</b> Tax payable (12 + 13 + 14)			Rs.
<b>16.</b> Relief under section 89 (attach details)			Rs.
<b>17.</b> Tax payable (15 – 16)			Rs.
<b>18.</b> Less: (a) Tax deducted at source u/s 192(1)		Rs.	Rs.
(b) Tax paid by the employer on behalf of the employee u/s 192(1A) on perquisites u/s 17(2)		Rs.	Rs.
<b>19.</b> Tax payable/refundable (17 – 18)			

**DETAILS OF TAX DEDUCTED AND DEPOSITED INTO CENTRAL GOVERNMENT ACCOUNT**

S. No.	TDS Rs.	Surcharge Rs.	Education Cess Rs.	Total tax deposited Rs.	Cheque/DD No. (if any)	BSR Code of Bank branch	Date on which tax deposited (dd/mm/yy)	Transfer voucher/Challan Identification No.

I \_\_\_\_\_ son of \_\_\_\_\_ working in the capacity of \_\_\_\_\_ (designation) do hereby certify that a sum of Rs. \_\_\_\_\_ [Rupees \_\_\_\_\_ (in words)] has been deducted at source and paid to the credit of the Central Government. I further certify that the information given above is true and correct based on the books of account, documents and other available records.

Place \_\_\_\_\_

Date \_\_\_\_\_

\_\_\_\_\_

*Signature of the person responsible for deduction of tax*

*Full Name*

*Designation*