

**Motilal Nehru College**  
(University Of Delhi)

**Date: 02/11/2017**

**NOTICE**

The Accounts Section is required to finalise the tax liability of all teaching and non-teaching staff for the financial year 2017-18 for which saving declaration form is required to be submitted to the Accounts Section.

The saving declaration form must reach the Accounts Section on or before **24<sup>th</sup> November, 2017** failing which T.D.S. for the financial year 2017-18 will be worked out based on the eligible amount of deductions in GPF/CPF & VPF, GSLIS, NPS and SSS (LIC) etc. made through Pay Bill of the College and proof of savings submitted so far.

However, copies of savings proof must be submitted by **10<sup>th</sup> January, 2018**.

  
**Officiating Principal**

Encl: Declaration Form

**All Teaching & Non teaching Staff**

## FORM NO.12BB

(See rule 26C)

1. Name and address of the employee:			
2. Permanent Account Number of the employee:			
3. Financial year:			
<b>Details of claims and evidence thereof</b>			
SI No.	Nature of claim	Amount (Rs.)	Evidence / particulars
(1)	(2)	(3)	(4)
1	<p>House Rent Allowance:</p> <p>(i) Rent paid to the landlord</p> <p>(ii) Name of the landlord</p> <p>(iii) Address of the landlord</p> <p>(iv) Permanent Account Number of the landlord</p> <p>Note: Permanent Account Number shall be furnished if the aggregate rent paid during the previous year exceeds one lakh rupees</p>		
2	Leave travel concessions or assistance		
3	<p>Deduction of interest on borrowing:</p> <p>(i) Interest payable/paid to the lender</p> <p>(ii) Name of the lender</p> <p>(iii) Address of the lender</p> <p>(iv) Permanent Account Number of the lender</p> <p>(a) Financial Institutions(if available)</p> <p>(b) Employer(if available)</p> <p>(c) Others</p>		
4	<p>Deduction under Chapter VI-A</p> <p>(A) Section 80C,80CCC and 80CCD</p> <p>(i) Section 80C</p> <p style="padding-left: 20px;">(a) .....</p> <p style="padding-left: 20px;">(b) .....</p> <p style="padding-left: 20px;">(c) .....</p> <p style="padding-left: 20px;">(d) .....</p> <p style="padding-left: 20px;">(e) .....</p> <p style="padding-left: 20px;">(f) .....</p> <p style="padding-left: 20px;">(g) .....</p> <p>(ii) Section 80CCC</p> <p>(iii) Section 80CCD</p> <p>(B) Other sections (e.g. 80E, 80G, 80TTA, etc.) under Chapter VI-A.</p> <p style="padding-left: 20px;">(i) section.....</p> <p style="padding-left: 20px;">(ii) section.....</p> <p style="padding-left: 20px;">(iii) section.....</p> <p style="padding-left: 20px;">(iv) section.....</p> <p style="padding-left: 20px;">(v) section.....</p>		
Verification			
I,.....,son/daughter of..... do hereby certify that the information given above is complete and correct.			
Place.....		(Signature of the employee) Full Name	
Date.....			
Designation .....			