

TOP SHEET FOR SUBMISSION OF SELF ATTESTED PHOTOCOPIES OF
TAX SAVING INVESTMENTS DOCUMENTS FOR F.Y. 2020-21
[PLEASE READ CAREFULLY BEFORE FILLING THIS FORM]

- 1. Employee Code (as per pay-slip): _____
- 2. Name: _____ PAN: _____
- 3. Designation: _____ Department: _____
- 4. e-mail id: _____ Mobile No. _____
- 5. NSC purchased during the FY 2020-21: ` _____

- 6. Deduction for HBL:
 - a) From Calcutta University: Principal: ` _____ b) Interest: ` _____
 - ** Please collect Certificate from HBL Section, Audit & Accounts Section, Calcutta University.**
 - b) From C.U. Co-operative Society: Principal: ` _____ b) Interest: ` _____
 - c) From Other funding Agency: Principal: ` _____ b) Interest: ` _____

- In case of **HBL**, **interest certificate** issued by the funding agency is needed to be submitted. **PAN of the loaner/Funding Agency** must be mentioned in the certificate.
- Statement of loan account/photocopies of bank pass book will not be accepted.
- In case of **co-borrowing**, benefit will be proportionately distributed among all the co-borrowers unless **declaration of other co-borrowers denouncing the benefit is submitted.**

- 7. L.I.C. Premium Paid: ` _____
- 7. P.P.F. Deposit: ` _____
- 8. LIC Pension Funds: ` _____
- 9. ULIP Premium Paid: ` _____
- 10. P.L.I. Premium Paid: ` _____
- 11. E.L.S.S.: ` _____

- In case of LIC Premium, submit photocopies of Premium paid receipt and attach a separate tabular sheet stating Policy No., Name of Policy Holder, Relation with Incumbent, Date of commencement, Sum Assured, Mode of Payment.

Policy No.	Name of Policy Holder	Relation With Incumbent	Date of Commencement	Sum Assured	Mode of Payment (Yearly/Quarterly/ Monthly)	Total Annual Premium

12. Tuition Fees: `_____ (Either all receipt of fees paid during the Financial Year or certificate from school be accepted. Bank statement/photocopy of Bank Pass Book would be ignored)
13. Tax Saver Term deposit with Bank: `_____
14. Sukanya Samriddhi Yojana for Girl Child: `_____
15. National Pen. Sch. (Max. 50,000/-): `_____
16. Premium paid for Mediclaim Policy `_____
17. **Premium paid for dependent Parents `_____
- ** in case of premium paid for dependent parents, premium amount must be shown separately in the certificate.
- 18.. Others (please specify)_____ `_____
19. For claiming deduction u/s 80EE/80EEA (for additional deduction of interest paid on house building loan repayment) please submit relevant documents as per Income Tax Law

Total nos. of Photocopies submitted: _____ Nos.
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Declaration

I hereby solemnly declare that I have no objection if the D.D.O. of Calcutta University deduct appropriate tax from my salary/pension of May, 2021 or any available month of 2021 along with interest of 1.5% per month as arrear tax for F.Y. 2020-21 in case of my failure to submit the copies of documents as mentioned in previously submitted Tax Savings Proposal Form.

Signature verified by HOD with Seal & Date

Full Signature of the Employee with date

Received _____ Nos. Photocopies by: _____ Dated _____

Submission period: 13/01/2021 to 31/03/2021