

FORM NO.16

[See rule 31(1)(a)]

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 206 is to be filed		Period		Assessment year 19
		FROM	TO	

DETAILS OF SALARY PAID AND ANY OTHER INCOME AND TAX DEDUCTED

1. Gross salary		Rs. _____	
2. Less : Allowance to the extent exempt under section 10	Rs. _____		
3. Balance (1-2)			
4. Deductions:			
a) Standard deduction	Rs. _____		
b) Entertainment allowance	Rs. _____		
c) Tax on Employment	Rs. _____		
5. Aggregate of 4 (a to c)	Rs. _____		
6. INCOME CHARGEABLE UNDER THE HEAD 'SALARIED' (3-5)		Rs. _____	
7. Add : Any other income reported by the employee		Rs. _____	
8. GROSS TOTAL INCOME (6+7)		Rs. _____	
9. DEDUCTIONS UNDER CHAPTER VI-A	GROSS AMOUNT	QUALIFYING AMOUNT	DEDUCTIBLE AMOUNT
a)	Rs. _____	Rs. _____	Rs. _____
b)	Rs. _____	Rs. _____	Rs. _____
c)	Rs. _____	Rs. _____	Rs. _____
d)	Rs. _____	Rs. _____	Rs. _____
10. Aggregate of deductible amounts under Chapter VI-A			Rs. _____
11. TOTAL INCOME (8-10)			Rs. _____
12. TAX ON TOTAL INCOME			Rs. _____

REBATE AND RELIEF UNDER CHAPTER VIII

I. Under section 88 (please specify)	GROSS AMOUNT	QUALIFYING AMOUNT	TAX REBATE/ RELIEF
a)	Rs. _____	Rs. _____	
b)	Rs. _____	Rs. _____	
c)	Rs. _____	Rs. _____	
d)	Rs. _____	Rs. _____	
e)	Rs. _____	Rs. _____	
f) Total[(a) to (e)]	Rs. _____	Rs. _____	Rs. _____
II. Under section 88A (please specify)	GROSS AMOUNT	QUALIFYING AMOUNT	
a)	Rs. _____		
b)	Rs. _____		
c) Total [(a)+(b)]	Rs. _____	Rs. _____	Rs. _____
III. Under section 89(attach details)			
14. AGGREGATE OF TAX REBATES AND RELIEF AT 13 ABOVE [I(F)+II(C)+III]			Rs. _____
15. TAX PAYABLE (12-14) AND SURCHARGE THEREON			Rs. _____
16. LESS : TAX DEDUCTED AT SOURCE			Rs. _____
17. TAX PAYABLE/REFUNDABLE (15-16)			Rs. _____

DETAILS OF TAX DEDUCTED AND DEPOSITED INTO CENTRAL GOVERNMENT ACCOUNT

AMOUNT	DATE OF PAYMENT	NAME OF BANK AND BRANCH WHERE TAX DEPOSITED

Certified that a sum of Rs.(in words) _____
has been deducted at source and paid to the credit of the Central Government.
Further certified that the above information is true and correct as per records.

Place _____

Date _____

Signature of the person responsible for deduction of tax
Full Name _____
Designation _____

See sections 15 and 17 and rule 3. Furnish separate details of value of the perquisites and profits in lieu of or in addition to salary or wages.