



गार्गी महाविद्यालय GARGI COLLEGE



दिल्ली विश्वविद्यालय / University of Delhi

सिरी फोर्ट रोड, नई दिल्ली-110049 / Siri Fort Road, New Delhi - 110049

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दिनांक 21.10.2024

सूचना/NOTICE

सभी शैक्षणिक एवं गैर-शैक्षणिक कर्मचारियों को सूचित किया जाता है, यदि कोई कर्मचारी आयकर की पुरानी कर व्यवस्था के अनुसार 2024-25 के आयकर की गणना करवाना चाहता है तो कृपया कर संलग्न प्रोफार्मा के साथ बचत के प्रमाण संलग्न कर 12.11.2024 से पहले लेखा विभाग से संपर्क करें।

All the teaching and non-teaching staff are hereby informed that if any employee wish^{es} to calculate his/her income tax under old tax regime for the financial year 2024-25: Please submit attached proforma alongwith tax saving proofs to the Accounts Department latest by 12.11.2024.

प्रधानाचार्या/Principal

प्रवीन

GARGI COLLEGE : SIRI FORT ROAD NEW DELHI - 110 049.

Proforma to be filled in and submitted to the Account Section for the purpose of Income Tax Calculation 2024 -25. **Last date of submission the proforma is 12.11.2024.**

PAN NO. (Compulsory) _____

Date of birth (Compulsory) _____

Age as on 31/3/2024 year _____ Months _____ days _____

1. Are you paying rent for your house? Yes No

If yes, give residential address along with **rent agreement, PAN No. of land lord and statement of transaction of rent**

(Rent amount. _____ Address _____)

2. Are you paying House building Loan (**if yes, attach a copy of loan paid certificate and a copy of possession letter**)

i) Interest Amount : Rs. _____

ii) Principal Amount : Rs. _____

3. Have you received any salary from the previous employer during this year before joining this College? Please attach salary certificate. : Rs. _____

4. Any other Income from D U : Rs. _____
(Such as evaluation, Examination)

5. **Investment made under Sec.80C (Rs. 1,50,000/-)attach a photocopy of proof**

a) L.I.C. premium paid during this f/y : Rs. _____

b) Public Provident Fund (PPF) : Rs. _____

c) National Saving Certificate : Rs. _____

d) Mutual Fund/ULIP : Rs. _____

e) Tuition fees (attach photocopy of fee slip) : Rs. _____

6. a) Medical treatment of Handicapped Sec. 80DD : Rs. _____

b) Medical Insurance under Sec. 80D : Rs. _____

7. Other Savings : Rs. _____

(Signature of employee)

Name

Deptt.

Date

Mob No.

Note:- Without valid proofs the rebate will not be given.

Gargi