



अखिल भारतीय आयुर्वेद संस्थान
ALL INDIA INSTITUTE OF AYURVEDA (AIIA)
(आयुष मंत्रालय, भारत सरकार के अंतर्गत स्वायत्त संस्थान)
(An Autonomous Organization under the Ministry of AYUSH, Govt. of India)

Sub: - Submission of proof of savings in form 12BB for the Financial Year 2023-24

As undersigned is opting for **old/new tax regime**, eligible investments (in case if individual opt old tax regime) are (on A-4 size papers) enclosed herewith comprises Form 12BB for the Financial Year 2023-24, duly self-attested supported & enclosed documentary evidence(s) as per the following arrangements:

- The enclosures are duly verified, serially numbered, matched with amount and indicated against relevant column of proof of saving annexure.**
- I certify that these savings have been made by me from my own salary income/ sources during the period 1st April 2023 to 31st March 2024.
- Proof of the savings made and declared till 10th October, 2023 in Form 12 BB, are being submitted now.
- I understand that**
 - In view of the time constraint, late submission will not be considered in any case.
 - If I am unable to submit the Form 12BB with self-attested saving proofs for the current savings by 10th October-2023, Due tax may be deducted from my salary for the month of October, 2023 onwards without any further intimation to me.**
 - The DDO will satisfy himself about the actual deposits/ subscriptions / payments made by me, by calling for such particulars/ information as he deems necessary before allowing the aforesaid deductions. In case the DDO is not satisfied about the genuineness of any deposit(s)/ subscription(s)/ payment(s) made by me, due tax will be deducted from my salary, and I would be free to claim the deductions/ rebates on such amount(s) by filing my return of income and furnishing the necessary proof etc., therewith, to the satisfaction of the Assessing Officer.
- I will be personally responsible to Income Tax Department, Govt. of India, for all information pertaining to income tax assessment.
- I certify that particulars furnished are true and correct to the best of my knowledge and belief.

Thanking you.

Enclosure: - 12BB

Yours faithfully;

Mobile No		Signature	
Email ID		Name	
Remark (if any)		Emp. Code	

Employee NameEmp Code.....PAN.....
Due Date :- 10-10-2023



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FORM NO.12BB
(See rule 26C)

1. Name of the employee/ employee CODE):																																														
2. Permanent Account Number of the employee (PAN) (स्थायी खाता सं.):																																														
3. Financial year	2023-24																																													
4. Please Choose (TAX REGIME)	OLD TAX REGIME <input type="checkbox"/>	NEW TAX REGIME <input type="checkbox"/>																																												
Details of claims and evidence thereof																																														
Sl No	Nature of claim (दावे का प्रकार)	Amount (Rs)																																												
Evidence / particular																																														
<p>(I) Employees, who are in receipt of house rent allowance (HRA) and want to get exemption of HRA under section 10 (13A) in computing of total income, should furnish the following particulars:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 5%;">i)</td> <td style="width: 40%;">Monthly rent In support of claim, please provide rent agreement; and monthly rent receipts</td> <td style="width: 5%;">:</td> <td style="width: 50%;"></td> </tr> <tr> <td>ii)</td> <td>House Owner Name Address Telephone No.</td> <td>:</td> <td></td> </tr> <tr> <td>iii)</td> <td>PAN of House Owner Note: PAN of Landlord is mandatory to claim HRA rebate, if the aggregate rent paid during the year exceeds one lakh rupees</td> <td>:</td> <td></td> </tr> <tr> <td>iv)</td> <td>Address of House taken on rent</td> <td>:</td> <td></td> </tr> <tr> <td>v)</td> <td>Total Amount of rent paid / will be paid during the financial year 2023-24 (Enclosure No)</td> <td>:</td> <td> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">April-23</td> <td style="width: 25%;">May-23</td> <td style="width: 25%;">June-23</td> <td style="width: 25%;">July-23</td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td>Aug-23</td> <td>Sep-23</td> <td>Oct-23</td> <td>Nov.-23</td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td>Dec-23</td> <td>Jan-24</td> <td>Feb-24</td> <td>Mar-24</td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </table> </td> </tr> </table>			i)	Monthly rent In support of claim, please provide rent agreement; and monthly rent receipts	:		ii)	House Owner Name Address Telephone No.	:		iii)	PAN of House Owner Note: PAN of Landlord is mandatory to claim HRA rebate, if the aggregate rent paid during the year exceeds one lakh rupees	:		iv)	Address of House taken on rent	:		v)	Total Amount of rent paid / will be paid during the financial year 2023-24 (Enclosure No)	:	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">April-23</td> <td style="width: 25%;">May-23</td> <td style="width: 25%;">June-23</td> <td style="width: 25%;">July-23</td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td>Aug-23</td> <td>Sep-23</td> <td>Oct-23</td> <td>Nov.-23</td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td>Dec-23</td> <td>Jan-24</td> <td>Feb-24</td> <td>Mar-24</td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </table>	April-23	May-23	June-23	July-23					Aug-23	Sep-23	Oct-23	Nov.-23					Dec-23	Jan-24	Feb-24	Mar-24				
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Employee NameEmp Code.....PAN.....

2. Income from house property (Give full details)

Sl NO.	Particulars	:	Details	Enclosure No.
01	Name of the owner & Co-owner of the House Property	:		
02	Address of House Property (Enclose documentary evidence)	:		
03	Whether it is a a. Purchase of ready built flat/house b. Semi-built up house; or c. Piece of land; on which house is constructed	:		
04	Whether Housing loan taken, if yes, a. Name & address of the bank/ Organization; & b. Date of loan (attach sanction / disbursement letter from bank)	:		
05	Permanent Account Number of the Lender	:		
06	Mention Date of Registry of the house property, date of physical possession of house along with completion certificate	:		
07	Whether the House Property Self-Occupied	:	Yes/No	
08	Whether any part of this House Property is let out during the financial year? If yes, give details.	:		
09	Housing Loan Interest Due/Paid/to be paid during the Financial Year ending 31st March 2024 (Attach prescribed certificate from Money Lender bank / Organization)	:		
10	Out of the above Housing Loan interest, how much is being claimed this year as deduction	:		
11	Whether Co-applicant is claiming any deduction from his/her Income	:		
12	Interest on HBA for Pre-construction period claimed during this year	:		
13	Source(s) for repaying the Housing Loan (Principal and Interest, both)	:		
14	In case of Co-owner/Co-borrower, Give full details about his/her employment / profession in a separate sheet	:		
15	House Property is declared in Annual Declaration of property statement to AIAA	:	Yes / No	

Employee NameEmp Code.....PAN.....

3	Deduction under Chapter VI-A	Amount (Paid up to 10.10.23)	Amount (to be Paid after 10.10.23)	Evidence / particular																
	(A) Section 80C, 80CCC and 80CCD																			
	(i) Section 80C																			
	(a) LIC Premium																			
	(b) Public Provident Fund																			
	(c) Contribution to Notified an approved superannuation fund, Pension Fund, Mutual Funds, ULIP of UTI, LIC etc																			
	(d) Principal Repayment of House Building Loan: Payment by way of installment or part payment of loan taken for purchase / construction of a residential property (minimum holding period 5 years)																			
	(e) 5-Yr post office time deposit (POTD) scheme The Interest is entirely taxable.																			
	(f) Fixed deposit for 5 years or more with schedule bank (under tax saving scheme)																			
	(g) Tuition fees to any University / College / Educational Institution in India for full time education of any two children.																			
	(h) Sukanya Samridhi Account Deposit Scheme (max. limit Rs. 1,50,000)																			
	(i) National Savings Certificates, VIII / IX issue																			
	(j) Contributions to 'Atal Pension Yojana' Eligible for Tax Deduction under section 80CCD.																			
	Deduction under section 80 CCD(1B) Investment in NPS:- This additional tax deduction of 50,000 u/s 80CCD (1b) is over and above this 1.5 Lakh limit																			
	(B) Other sections (e.g. 80D, 80E, 80G, 80TTA, etc.) under Chapter VI-A																			
	(i) section 80D Health Insurance Policy Premium paid in F.Y. 2023-24																			
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	(ii) Any Other Eligible Claim																			
4	Income from any Other Sources (for declaration)																			

Undertaking

I, son/daughter of do hereby certify that the information given above is complete and correct and I'll be bound to submit all the documents relating to amount claimed by me.

Place

Date

Designation

(Signature of the employee)
Full Name: -