



भारत सरकार
GOVERNMENT OF INDIA
वित्त मंत्रालय
MINISTRY OF FINANCE
कार्यालय केन्द्रीय माल एवं सेवा कर आयुक्तालय,
OFFICE OF THE COMMISSIONER OF GOODS AND SERVICES TAX
केंद्रीय राजस्व भवन, प्लॉट सं. 19, सेक्टर 17C
CENTRAL REVENUE BUILDING, PLOT NO. 19, SECTOR-17C,
चण्डीगढ़/CHANDIGARH
Ph No. :- 0172-2702371-75

C.No. 39(21)/P&C/Misc./2017

Dated: 26.11.2018

CIRCULAR

The staff posted at Headquarter of CGST Commissionerate, Chandigarh whose annual income falls within the range on which tax is deductible under the provisions of Income Tax Act, 1961 are requested to submit their income tax statement to the **ACAO (P&C)** by **07.12.2018** positively so that the Income Tax may be deducted well in time.

It is further requested that officers/officials must also provide proof of savings/deposits/investments, if any, for claiming rebate under Income Tax Act till **20.02.2019** otherwise; **tax shall be deducted at sources from the pay of 02/2019 on the basis of record available in Pay & Cash Branch.**

Proforma of Statement is printed at back of this page to seek your collaboration in the 'Go Green' Initiatives.

Note: Verbal intimation/confirmation of any investment etc. will not be considered.

Encl: a.a.

Asstt. Chief Accounts Officer (P&C)

Copy to:

- 1-All Branches, Hqrs. Office, CGST Chandigarh.
- 2-Notice Board.
- 3-Supdt.(System) with a request to upload this circular on office website for vide circulation.

Asstt. Chief Accounts Officer (P&C)

Mouke Shany
26/11/18

Annexure-I

Detail of Investments/Savings for claiming tax benefit available under Income Tax for the

F.Y. 2018-19 in r/o Shri/Ms./Smt. _____ .design.

PAN NUMBER

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(COPY OF PAN CARD IS MANDATORY)

Type of Savings Scheme (A)	Amount already Invested/ Deposited (B)	Amount to be Invested/ Deposited by for F.Y. 2018-19(C)	Total Investments
PPF			
PLI			
NSC			
LIFE INSURANCE PREMIUM			
HEALTH INSURANCE PREMIUM (80D)			
HBA INTEREST			
HBA REPAYMENT (PRINCIPAL)			
INTEREST ON HIGHER EDUCATION LOAN (80E)			
SELF HANDICAPPED (80U)			
Others			
Others			

1. I want to avail House Rent Allowance Exemption available under Section 10(13A) of Income Tax for which I am paying House Rent @ of Rs. _____ per month for the Residence (Address):

This may be considered for exemption available under Section 10(13A). (Copy of rent receipt enclosed)

2. Phone/Mobile Number for any inquiry: _____

3. Any other relevant information determining Income Tax/Rebate on Income Tax to be reported _____

I do hereby undertake that above information which has been provided above is true & correct to the best of my knowledge and I also undertake that I will provide the receipt of investments & rent receipt latest by 20.02.2019 failing which no exemption for investments & HRA will be allowed.

Date:

Signature: _____

Name: _____

Designation: _____

Branch & Place of posting