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 No. of the Deductor	TAN No. of the Deductor	PAN No. of the Employer		
Acknowledgement Nos. of all quarterly statements of TDS under sub-section (3) of section 200 as provided by TIN Facilitation Center or NSDL web-site		PERIOD		Assessment Year
Quarter	Acknowledgement No.	From	To	
Quarter 1 Quarter 2 Quarter 3 Quarter 4				

DETAILS OF SALARY PAID AND ANY OTHER INCOME AND TAX DEDUCTED

1. Gross Salary				
(a) Salary as per provisions contained in section 17(1)		Rs. _____		
(b) Value of perquisites under section 17(2) (as per Form No. 12BA, wherever applicable)		Rs. _____		
(c) Profits in lieu of salary under section 17(3) (as per Form No. 12BA, wherever applicable)		Rs. _____		
(d) Total			Rs. _____	
2. Less : Allowance to the extent exempt under section 10		Rs. _____		
		Rs. _____		
		Rs. _____	Rs. _____	
3. Balance (1-2)			Rs. _____	
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 ' Salaries' (3-5)				Rs. _____
7. Add : Any other income reported by employee		Rs. _____		
		Rs. _____		
		Rs. _____		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 amount under Chpater VI-A				Rs. _____

11. Total income (8-10)				Rs. _____
12. Tax on total income				Rs. _____

13. Rebate and relief under Chapter VIII - A				
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. (a) Under section 88B			Rs. _____	
(b) Under section 88C			Rs. _____	
III. Under section 89 (attach details)			Rs. _____	
14. Aggregate of tax rebates and relief at 13 above [I(f)+II(a)+II(b)]				Rs. _____
15. Tax payable (12-14) and surcharge thereon				Rs. _____
16. Relief Under Section 89 (attach details)				Rs. _____
17. Tax payable (15-16)				Rs. _____
18. Less :				
(a) Tax deducted at source under Section 192(1)			Rs. _____	
(b) Tax Paid by the employer on behalf of the employee under Section 192(1A) on Perquisites under Section 17 (2)			Rs. _____	Rs. _____
19. Tax payable/refundable (17-18)				Rs. _____

DETAILS OF TAX DEDUCTED AND DEPOSITED INTO GOVERNMENT ACCOUNT

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

I _____ son of _____ working in the capacity of _____ (designation) do hereby certify that a sum of Rs. _____ [Rupees _____ (in words) has been deducted at source and paid to the credit of the Central Government. I further certify that the information given above is true and correct based on book of accounts, documents and other available records.

_____

Signature of the person responsible for deduction of tax

Place _____ *Full Name* _____

Date _____ *Designation* _____