

FORM NO.12BB

(See rule 26C)

All the earnings/ savings and deduction detail should be submitted by Personnel Branch before 10-11-20__

Whether Opting for New Type Of IT Calculation		Yes (In New IT Scheme no deduction permitted) No	
1.PF Number / Empno			
2. Name , Designation, station and Bill unit No. of the employee:			
3. Permanent Account Number of the employee:			
4. Financial year:			
5. Phone Number.			
Details of claims and evidence thereof			
SI No.	Nature of claim	Amount (Rs.)	Evidence / particulars
(1)	(2)	(3)	(4)
1	House Rent Allowance: (i) Rent paid to the landlord (ii) Name of the landlord (iii) Address of the landlord (iv) Permanent Account Number of the landlord Note: Permanent Account Number shall be furnished if the aggregate rent paid during the previous year exceeds one lakh rupees		
2	Leave travel concessions or assistance		
3	Deduction of interest on borrowing: (i) Interest payable/paid to the lender (ii) Name of the lender (iii) Address of the lender (iv) Permanent Account Number of the lender (a) Financial Institutions(if available) (b) Employer(if available) (c) Others		
4	Deduction under Chapter VI-A (A) Section 80C,80CCC and 80CCD (i) Section 80C (a) (b) (c) (d) (e) (f) (g) (ii) Section 80CCC (iii) Section 80CCD		

	(B) Other sections (e.g. 80E, 80G, 80TTA, etc.) under Chapter VI-A. (i) section..... (ii) section..... (iii) section..... (iv) section..... (v) section.....		
Verification			
I,.....,son/daughter of..... do hereby certify that the information given above is complete and correct.			
Place..... Date..... Designation		(Signature of the employee) Full Name	

Documents to be submitted

- For claiming rent reduction copy of rent receipt to be submitted.
- If the annual rent amount exceeds Rs.1 lakh, copy of PAN Card of the owner is required.
- For claiming savings under section 80 C, proof of deposit/insurance policy etc to be submitted.
- Proof showing the ownership of the land viz title deed. TAX remitted slip etc.
- Permission letter from railways for the purchase of immovable property or HBA declaration form

As the income TAX department is strictly verifying the returns of employees savings/Deduction entry cannot be made by Railways in the absents of the above documents and the employees have to claim the deduction by themselves wile submit the annual retunes.

Self attestation to be dines in all documents.