

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 Chapter VI-A			Rs. _____

DETAILS OF TAX DEDUCTED AND DEPOSITED INTO GOVERNMENT ACCOUNT

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.

Place _____

Date _____

Full Name _____
Designation _____