

# Form 16

## TDS Certificate for Salary Payment

For the Financial Year: 2023-24

Assessment Year: 2024-25

Part A																							
<b>Employer Details</b>	Name: XYZ Pvt. Ltd. Address: 123, Corporate Avenue, City, State - 111111 TAN: ABCD12345E PAN: AAACX1234E																						
<b>Employee Details</b>	Name: John Doe Address: 789, Residency Road, City, State - 222222 PAN: AAAAA1234A Employee Code: EMP5678																						
<b>Period of Employment</b>	From: 01-Apr-2023 To: 31-Mar-2024																						
<b>Summary of Payment and Tax Deducted</b>	<table><thead><tr><th>Month</th><th>Salary Paid</th><th>TDS Deducted</th><th>Date of Deposit</th></tr></thead><tbody><tr><td>April 2023</td><td>₹150,000</td><td>₹12,000</td><td>07-May-2023</td></tr><tr><td>May 2023</td><td>₹150,000</td><td>₹12,000</td><td>07-Jun-2023</td></tr><tr><td>...</td><td>...</td><td>...</td><td>...</td></tr><tr><td><b>Total</b></td><td><b>₹16,00,000</b></td><td><b>₹124,000</b></td><td>-</td></tr></tbody></table>			Month	Salary Paid	TDS Deducted	Date of Deposit	April 2023	₹150,000	₹12,000	07-May-2023	May 2023	₹150,000	₹12,000	07-Jun-2023	...	...	...	...	<b>Total</b>	<b>₹16,00,000</b>	<b>₹124,000</b>	-
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...	...	...	...																				
<b>Total</b>	<b>₹16,00,000</b>	<b>₹124,000</b>	-																				

Part B											
<b>Gross Salary</b>	₹16,00,000										
Less: Allowances/Exemptions	₹150,000										
Net Salary	₹15,50,000										
<b>Deductions (Chapter VI-A)</b>	<table><thead><tr><th>Section</th><th>Amount</th></tr></thead><tbody><tr><td>80C</td><td>₹1,50,000</td></tr><tr><td>80D</td><td>₹125,000</td></tr><tr><td><b>Total</b></td><td><b>₹1,75,000</b></td></tr></tbody></table>			Section	Amount	80C	₹1,50,000	80D	₹125,000	<b>Total</b>	<b>₹1,75,000</b>
Section	Amount										
80C	₹1,50,000										
80D	₹125,000										
<b>Total</b>	<b>₹1,75,000</b>										
Taxable Income	₹3,75,000										
Tax on Total Income	₹120,000										
Rebate u/s 87A	₹10										
Surcharge	₹10										
Health & Education Cess	₹1800										
<b>Net Tax Payable</b>	<b>₹120,800</b>										
TDS Deducted	₹124,000										

<b>Verification</b>	I, <i>HR Manager</i> of <i>XYZ Pvt. Ltd.</i> , certify that the particulars given above are correct.  Place: City Date: 01-Apr-2024  (Signature)
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#### Important Notes:

- Form 16 is a certificate issued by employers to employees for tax deducted at source (TDS) from salary income.
- This document is essential for accurate income tax return filing and serves as proof of TDS deducted and deposited with the government.
- Always verify personal details, PAN, and figures in the Form 16 against your payslips and Form 26AS.
- If you have worked for more than one employer in a year, request Form 16 from each organization.
- Any discrepancy should be promptly brought to the employer's notice for correction.