

Form No. 16

(See rule 31(1)(a))

Certificate under section 203 of the Income-tax Act, 1961 for tax deducted at source on salary

PART A

1. Name and address of the Employer	XYZ Pvt. Ltd., 123 Main Street, Mumbai 400001			TAN	MUMX99999A
2. Name and address of the Employee	Mr. Amit Sharma, 402, Harmony Apartments, Pune 411001			PAN	AQZPS1234K
3. Assessment Year	2024-25			Period	Apr 2023 - Mar 2024
4. Summary of Tax Deducted at Source	Quarter	Receipt Number of Original TDS Statement	Amount Paid/Credited	Amount of Tax Deducted	Amount of Tax Deposited
	Q1	2873483928	₹ 2,50,000	₹ 20,000	₹ 20,000
	Q2	2836492387	₹ 3,00,000	₹ 24,000	₹ 24,000
	Q3	2836492399	₹ 2,60,000	₹ 19,000	₹ 19,000
	Q4	2836492402	₹ 3,50,000	₹ 28,000	₹ 28,000
	Total	-	₹ 11,60,000	₹ 91,000	₹ 91,000

PART B (Annexure)

Details of Salary Paid and any other income and tax deducted

1. Gross Salary	(a) Salary as per provisions contained in section 17(1)	₹ 10,50,000
	(b) Value of perquisites under section 17(2)	₹ 90,000
	(c) Profits in lieu of salary under section 17(3)	₹ 20,000
	Total	₹ 11,60,000
2. Less: Allowances exempt u/s 10	₹ 60,000	
3. Net Salary	₹ 11,00,000	
4. Deductions under section 16	₹ 50,000	
5. Income chargeable under the Head "Salaries"	₹ 10,50,000	
6. Add: Any other income reported by the employee	Nil	
7. Gross Total Income	₹ 10,50,000	
8. Deductions under Chapter VI-A	80C	₹ 1,20,000
	80D	₹ 22,000
	Total	₹ 1,42,000

9. Total Income	₹ 9,08,000
10. Tax Payable on total income	₹ 86,140
11. Less: Relief under section 89 (if applicable)	Nil
12. Net Tax Payable	₹ 86,140
13. Total TDS deducted	₹ 91,000
14. Refund (if any)	₹ 4,860

Date of issue: 20-Apr-2024

Place: Mumbai

Signature of Employer: _____

Name & Designation: R. Singh, Finance Controller

Important Notes:

- This Form 16 is issued in accordance with the latest statutory requirements and post-budget amendments.
- All figures are for sample purposes only; actual values must be as per employee payroll and records.
- Employees should verify their PAN, TAN and assessment year details carefully.
- Part B (Annexure) is mandatory and contains computation of income and tax deductions.
- This document must be preserved for filing your income tax return and for legal/taxation purposes.