

## **FORM NO. 24Q – Annexure II (PART B)**

Quarter :

[\_\_\_\_\_] (e.g., Q4 2023-2024)

Name of Employer :

[\_\_\_\_\_] ]

TAN :

[\_\_\_\_\_] ]

PAN of Employer :

[\_\_\_\_\_] ]

Employee Reference No. :

[\_\_\_\_\_] ]

Name of Employee :

[\_\_\_\_\_] ]

PAN of Employee :

[\_\_\_\_\_] ]

Designation :

[\_\_\_\_\_] ]

### **Details of Salary Paid and Tax Deducted**

S. No.	Particulars	For the Whole Year (Rs.)	Amount Paid up to Last Quarter (Rs.)	Amount Paid in the Current Quarter (Rs.)
1	Gross Salary (a) Salary as per provisions contained in Section 17(1) (b) Value of Perquisites u/s 17(2) (c) Profits in lieu of salary u/s 17(3)	[    ]	[    ]	[    ]
2	Less: Allowance to the extent exempt u/s 10	[    ]	[    ]	[    ]
3	Net Salary (1-2)	[    ]	[    ]	[    ]
4	Deductions under Section 16 (i) Standard Deduction (ii) Entertainment Allowance (iii) Tax on Employment	[    ]	[    ]	[    ]
5	Income chargeable under the Head 'Salaries' (3-4)	[    ]	[    ]	[    ]
6	Add: Any other income reported by the employee	[    ]	[    ]	[    ]
7	Gross Total Income (5+6)	[    ]	[    ]	[    ]
8	Deductions under Chapter VI-A	[    ]	[    ]	[    ]
9	Total Income (7-8)	[    ]	[    ]	[    ]
10	Tax on Total Income	[    ]	[    ]	[    ]
11	Rebate under Section 87A	[    ]	[    ]	[    ]
12	Surcharge (if applicable)	[    ]	[    ]	[    ]
13	Health & Education Cess	[    ]	[    ]	[    ]
14	Total Tax Payable	[    ]	[    ]	[    ]
15	Less: Relief under Section 89 (if applicable)	[    ]	[    ]	[    ]
16	Net Tax Payable (14-15)	[    ]	[    ]	[    ]
17	Total TDS Deducted	[    ]	[    ]	[    ]
18	TDS Deposited	[    ]	[    ]	[    ]

### Declaration

Place :

[ \_\_\_\_\_ ]

Date :

[ \_\_\_\_ / \_\_\_\_ / \_\_\_\_ ]

Name & Signature of the person responsible for deduction of tax :

[ \_\_\_\_\_ ]

### Important Notes:

- This form is to be furnished quarterly by the employer to provide salary and TDS details for employees.
- Ensure all sections are filled as per the payroll records and employee declarations.

- Any discrepancy may lead to notices or penalties as per Income Tax Act provisions.
- Data from this Annexure is reported in the Quarterly TDS Statement (Form 24Q) filed with TRACES.
- Accurate disclosure of deductions and exemptions is crucial for correct TDS computation.