

# Section-wise Breakdown of Form 16 Contents

## Section A: Employer & Employee Details

Item	Description
Name & Address of Employer	Legal name and registered office address
PAN / TAN of Employer	Permanent Account Number / Tax Deduction Account Number
Name & Designation of Employee	Full name and job title as per records
PAN of Employee	Permanent Account Number of the individual

## Section B: Salary Details

Component	Amount
Gross Salary	₹1XXX,XXX
Allowances (Exempt)	₹1XX,XXX
Taxable Salary	₹1XXX,XXX
Deductions under Section 16	₹1X,XXX
Income Chargeable under Head 'Salaries'	₹1XXX,XXX

## Section C: Details of Exemptions & Deductions

Section	Description	Amount
80C	Provident Fund, LIC Premium, etc.	₹1XX,XXX
80D	Medical Insurance Premium	₹1X,XXX
80TTA/80TTB	Interest on Savings Account	₹1X,XXX
Other Deductions	Donations, NPS, etc.	₹1X,XXX

## Section D: Tax Deducted at Source (TDS) Details

Month	Salary Paid	TDS Deducted	TDS Deposited	Challan Number
April	₹1XX,XXX	₹1X,XXX	₹1X,XXX	123456
May	₹1XX,XXX	₹1X,XXX	₹1X,XXX	234567

## Section E: Verification

Details	Information
Place	City Name
Date	DD/MM/YYYY
Name & Designation	Signing Authority

## Important Notes:

- Form 16 is issued annually by employers to salaried employees as a certificate of TDS.
- This document is essential for accurate filing of income tax returns.
- Form 16 must be verified for correctness of PAN and amounts.
- Discrepancies should be reported to the employer immediately.
- Keep Form 16 safely for any future tax queries or audits.