

O/C No. 164

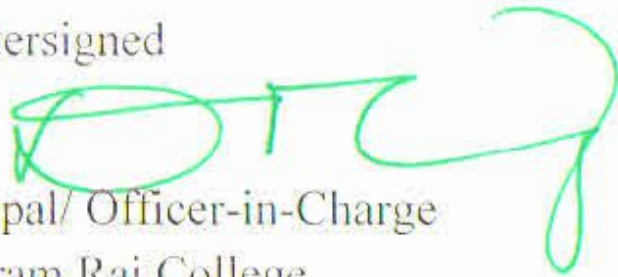
JHARGRAM RAJ COLLEGE

Dated: 07.12.2018.

All the esteemed staff members of Jhargram Raj College and Jhargram Raj College (Girls' Wing) are duly informed that Income Statement format for the Assessment Year 2019-20 (Financial Year 2018-19) will be available at college office on and from 10th December, 2018 (and soft copy from college website www.jrc.ac.in). The hard copy of the above-said filled-in Income Statement format is required to be submitted to the college office (in triplicate i.e. 3 copies) along with the following documents within 21.01.2019 positively.

1. Income Tax Summary (as downloaded from HRMS website).
2. Sec 80G related documents for claiming deduction.
3. Rent receipts (for claiming H.R.A. exemption).
4. Form 10E (for claiming Relief u/s 89)
5. Salary Certificate from previous employer, if any, (for those who have joined during 2018-19).

Countersigned



Principal/ Officer-in-Charge
Jhargram Raj College



Convenor, Income Tax Sub-Committee
Jhargram Raj College