

v	Long term capital gain					
vi	Other sources (incl. profit from owning race horses but excluding winnings from lottery)					
vii	Total loss set off					
viii	Loss remaining after set-off					

**Schedule BFLA** Details of Income after Set off of Brought Forward Losses of earlier years

Sl. No.	Head/ Source of Income	Income after set off, if any, of current year's losses as per 4 of Schedule CY(A)	Brought forward loss set off	Current year's income remaining after set off
		1	2	3
i	Salaries			
ii	House property			
iii	Business or profession			
iv	Short-term capital gain			
v	Long-term capital gain			
vi	Other sources (incl. profit from owning race horses but excluding winnings from lottery)			
vii	Total of brought forward loss set off			
viii	Current year's income remaining after set off: Total (i3 + ii3 + iii3 + iv3 + v3 + vi3)			

**Schedule CFL** Details of Losses to be carried forward to future years

Sl. No.	Assessment Year	Date of Filing (DD/MM/YYYY)	House property loss	Business or profession	Short-term capital loss	Long-term Capital loss	Other sources loss (from owning race horses)
i	2013-14						
ii	2014-15						
iii	2015-16						
iv	2016-17						
v	2017-18						
vi	2018-19						
vii	2019-20						
viii	2020-21						
ix	Total of earlier year losses						
x	Adjustment of above losses in Schedule BFLA						
xi	2021-22 (Current year losses)						
xii	Total loss Carried Forward to future years						

**Schedule VIA** Deductions under Chapter VI-A (Section)

TOTAL DEDUCTIONS	a		i		
	80C		80G		
b	80CCC		j	80GG	
c	80CCD		k	80GGA	
d	80CCF		l	80GGC	
e	80D		m	80QJB	
f	80DD		n	80RRB	
g	80ddb		o	80U	
h	80E				
p	Total deductions (total of a to o)				p

**Schedule SPI** Income of specified persons (spouse, minor child etc) includable in income of the assessee

Sl No	Name of person	PAN of person (optional)	Relationship	Nature of Income	Amount (Rs)
1					
2					
3					

**Schedule SI** Income chargeable to Income tax at special rates IB [Please see instruction Number 9(iii) for section code and rate of tax]

**1.357 RETURN FORM - PARTNERS NOT HAVING PROPRIETORSHIP BUSINESS ITR-3**

SPECIAL RATE	Sl No	Section code	Special rate (%)	Income I	Tax thereon II	Sl No	Section code	Special rate (%)	Income I	Tax thereon II	
		1	1A	<input type="checkbox"/> 15			6	<input type="checkbox"/>			
	2	22	<input type="checkbox"/> 10			7	<input type="checkbox"/>				
	3	21	<input type="checkbox"/> 20			8	<input type="checkbox"/>				
	4	3BB	<input type="checkbox"/> 30			9	<input type="checkbox"/>				
	5		<input type="checkbox"/>			10	<input type="checkbox"/>				
	11	Total (II to 10 II)									

**Schedule E1 Details of Exempt Income (Income not to be included in Total Income)**

EXEMPT INCOME	Sl No	Description	Sl No
		1	Interest income
	2	Dividend income	2
	3	Long-term capital gains on which Securities Transaction Tax is paid	3
	4	Net Agriculture income /any other income for rate purpose	4
	5	Share in the profit of firm/AOP etc.	5
	6	Others	6
	7	Total (1+2+3+4+5+6)	7

**Schedule IT Details of Advance Tax and Self Assessment Tax Payments of Income-tax**

TAX PAYMENTS	Sl No	BSR Code	Date of Deposit (DD/MM/YYYY)	Serial Number of Challan	Amount (Rs)
		i			
	ii				
	iii				
	iv				
	v				

**NOTE** ▶ Enter the totals of Advance tax and Self Assessment tax in Sl No. 9a & 9b of Part B-TTI

**Schedule TDS1 Details of Tax Deducted at Source from Salary (As per Form 16 issued by Employer(s))**

TDS ON SALARY	Sl No	Tax Deduction Account Number (TAN) of the Employer	Name of the Employer	Income chargeable under Salaries	Total tax deducted
	(i)	(2)	(3)	(4)	(5)
	i				
	ii				

**Schedule TDS2 Details of Tax Deducted at Source on Income (As per Form 16 A issued by Deductor(s))**

TDS ON OTHER INCOME	Sl No	Tax Deduction Account Number (TAN) of the Deductor	Name of the Deductor	Total tax deducted	Amount out of (4) claimed for this year
	(i)	(2)	(3)	(4)	(5)
	i				
	ii				
	iii				

**NOTE** ▶ Please enter total of column 7 of Schedule-TDS1 and column 7 of Schedule-TDS2 in 9(b) of Part B-TTI

**Instructions for filing FORM ITR-3**

These instructions are guidelines for filing the particulars in this Return Form. In case of any doubt, please refer to relevant provisions of the Income-tax Act, 1961 and the Income-tax Rules, 1962.

**1. Assessment Year for which this Return Form is applicable**

This Return Form is applicable for assessment year 2011-2012 only, i.e., it relates to income earned in Financial Year 2010-11.

**2. Who can use this Return Form?**

This Return Form is to be used by an individual or a Hindu Undivided Family who is a partner in a firm and where income chargeable to income-tax under the head "Profits or gains of business or profession" does not include any income except the income by way of any interest, salary, bonus, commission or remuneration, by whatever name called, due to, or received by him from such firm. In case a partner in the firm does not have any income from the firm by way of interest, salary, etc. and has only exempt income by way of share in the profit of the firm, he shall use this form only and not Form ITR-2.

**3. Who cannot use this Return Form?**

This Return Form should not be used by an individual whose total income for the assessment year 2011-12 includes Income from Business or Profession under any proprietorship.

**4. Annexure-less Return Form**

(i) No document (including TDS certificate) should be attached to this Return Form. All such documents enclosed with this Return Form will be detached and returned to the person filing the return.

(ii) Tax-payers are advised to match the taxes deducted/collected/paid by or on behalf of them with their **Tax Credit Statement** (Form 26AS). (Please refer to [www.incometaxindia.gov.in](http://www.incometaxindia.gov.in))

**5. Manner of filing this Return Form**

This Return Form can be filed with the Income Tax Department in any of the following ways, -

- by furnishing the return in a paper form;
- by furnishing the return electronically under digital signature;
- by transmitting the data in the return electronically and thereafter submitting the verification of the return in Return Form ITR-V;
- by furnishing a Bar-coded return.

Where the Return Form is furnished in the manner mentioned at 5(iii), the assessee should print out two copies of Form ITR-V. One copy of ITR-V, duly signed by the assessee, has to be sent by ordinary post to Post Bag No. 1, Electronic City Office, Bangalore-560100 (Karnataka). The other copy may be retained by the assessee for his record.

**6. Filing out the acknowledgement**

Only one copy of this Return Form is required to be filed. Where the Return Form is furnished in the manner mentioned at 5(i) or at 5(iv), the acknowledgement slip attached with this Return Form should be duly filled.

**7. Codes for filing this Return Form**

Under the heading 'Filing Status' in the Return Form details have to be filled regarding section under which the return is being filed by ticking in the relevant box provided therein.

**8. Obligation to file return**

Every individual whose total income before allowing deductions under Chapter VI-A of the Income-tax Act, exceeds the maximum amount which is not chargeable to income tax is obligated to furnish his return of income.

**9. Instructions for filling out this Return Form**

- Some of the details in this form have to be filled out on the basis of the relevant codes.
- These codes have been provided below against the sections provided therein.
- In Schedule SI, the codes for the sections which prescribed special rates of tax for the income mentioned therein are as under:-

Sl. No.	Nature of income	Section	Rate of tax	Section code
1.	Tax on accumulated balance of recognised provident fund	111	To be computed in accordance with rule 9(1) of Part A of fourth Schedule	1
2.	Short term capital gains	111A	15	1A
3.	Long term capital gains (with indexing)	112	20	21
4.	Long term capital gains (without indexing)	112	10	22
5.	Dividends, interest and income from units purchase in foreign currency	115A(1)(a)	20	5A1a
6.	Income from royalty or technical services where agreement entered between 31.3.1961 to 31.3.1976 in case of royalty and between 29.2.1964 and 31.3.1976, and agreement is approved by the Central Government.	Paragraph III of Part I of first schedule of Finance Act	50	FA
7.	Income from royalty & technical services	115A(1)(b) if agreement is entered on or before 31.5.1997	30	5A1b1
8.	Income from royalty & technical services	115A(1)(b) if agreement is entered on or after 31.5.1997 but before 1.6.2005	20	5A1b2
9.	Income from royalty & technical services	115A(1)(b) of agreement	10	5A1b3

### 1.359 RETURN FORM - PARTNERS NOT HAVING PROPRIETORSHIP BUSINESS ITR-3

		<i>is on or after 1.6.2005</i>		
10.	Income received in respect of units purchase in foreign currency by a off-shore fund	115AB(1)(a)	10	5AB1a
11.	Income by way of long-term capital gains arising from the transfer of units purchase in foreign currency by a off-shore fund	115AB(1)(b)	10	5AB1b
12.	Income from bonds or GDR purchases in foreign currency or capital gains arising from their transfer in case of a non-resident	115AC(1)	10	5AC
13.	Income from GDR purchased in foreign currency or capital gains arising from their transfer in case of a resident	115ACA(1)	10	5ACA
14.	Profits and gains of life insurance business	115B	12.5	5B
15.	Winnings from lotteries, crosswords puzzles, races including horse races, card games and other games of any sort or gambling or betting of any form or nature whatsoever	115BB	30	5BB
16.	Tax on non-residents sportsmen or sports associations	115BBA	10	5BBA
17.	Tax on income from units of an open – ended equity oriented fund of the Unit Trust of India or of Mutual Funds	115BBB	10	5BBB
18.	Anonymous donations	115BBC	30	5BBC
19.	Investment income	115E(a)	20	5Ea
20.	Income by way of long term capital gains	115E(b)	10	5Eb
21.	Double Taxation Agreement			DTAA

#### 10. BRIEF SCHEME OF THE LAW- Before filling out the form, you are advised to read the following-

##### (1) Computation of total income

- (a) "Previous year" is the financial year (1<sup>st</sup> April to the following 31<sup>st</sup> March) during which the income in question has been earned. "Assessment Year" is the financial year immediately following the previous year.
- (b) Total income is to be computed as follows, in the following order:
  - (i) Classify all items of income under the following heads of income-
    - (A) Salaries; (B) "Income from house property"; (C) "Profit and gains from business or profession" (by way of salary, interest, commission, etc., from the firm in which the assessee is partner); (D) "Capital gains"; and (E) "Income from other sources". [There may be no income under one or more of the heads at (A), (B), (D) and (E)].
  - (ii) Compute taxable income of the current year (i.e., the previous year) under each head of income separately in the Schedules which have been structured so as to help you in making these computations as per provisions of the Income-tax Act. These statutory provisions decide what is to be included in your income, what you can claim as an expenditure or allowance and how much, and also what you cannot claim as an expenditure/allowance.
  - (iii) Set off current year's headwise loss(es) against current year's headwise income(s) as per procedures prescribed by the law. A separate Schedule is provided for such set-off.
  - (iv) Set off, as per procedures prescribed by the law, loss(es) and/or allowance(s) of earlier assessment year(s) brought forward. Also, compute loss(es) and/or allowance(s) that could be set off in future and is (are) to be carried forward as per procedures prescribed by the law. Separate Schedules are provided for this.
  - (v) Aggregate the headwise end-results as available after (iv) above; this will give you "gross total income".
  - (vi) From gross total income, subtract, as per procedures prescribed by the law, "deductions" mentioned in Chapter VIA of the Income-tax Act. The result will be the total income. Besides, calculate agricultural income for rate purposes.

##### (2) Computation of income-tax, education cess including secondary and higher education cess and interest in respect of income chargeable to tax

- (a) Compute income-tax payable on the total income. Special rates of tax are applicable to some specified items. Include agricultural income, as prescribed, for rate purposes, in the tax computation procedure.
- (b) Add Education cess including secondary and higher education cess as prescribed on the tax payable.
- (c) Claim relief(s) as prescribed by the law, on account of arrears or advances of salary received during the year or of double taxation and calculate balance tax payable.
- (d) Add interest payable as prescribed by the law to reach total tax, and interest payable.
- (e) Deduct the amount of prepaid taxes, if any, like "tax deducted at source", "advance-tax" and "self-assessment-tax". The result will be the tax payable (or refundable).

##### (3) Obligation to file return

- (a) Every individual and HUF has to furnish the return of his income if his total income before allowing deduction under Chapter VI-A (i.e., if his gross total income referred to in item 10 of Part B-TI of this Form) exceeds the maximum amount which is not chargeable to income tax [Rs. 1,60,000/- in case of individuals below the age of 65 years (other than women) and HUF, Rs. 1,90,000/- in case of women below the age of 65 years, and Rs. 2,40,000/- in case of individuals who are of the age of 65 years or more at any time during the financial year 2010-11].
- (b) The losses, if any, (item-15 of Part B-TI of this Form) shall not be allowed to be carried forward unless the return has been filed on or before the due date.

## 11. SCHEME OF THE FORM

The Scheme of this form follows the scheme of the law as outlined above in its basic form. The Form has been divided into two parts. It also has sixteen schedules. The details of these parts and the schedules are as under:-

- (i) The first part, i.e., Part-A is spread over half of the first page of the return. It mainly seeks general information requiring identificatory and other data.
- (ii) The second part, i.e., Part-B on page 1 and page 2 is regarding an outline of the total income and tax computation in respect of income chargeable to tax.
- (iii) On page 2, there is a space for giving details of the transmission of the data of the form if the form has been furnished in accordance with the manner mentioned at instruction No.5(ii).
- (iv) After Part-B, on page 2, there is a space for a statutory verification.
- (v) On top of page 3, there are details to be filled if the return has been prepared by a Tax Return Preparer.
- (vi) On pages 3 to 6, there are 16 Schedules details of which are as under-
  - (a) Schedule-S: Computation of income under the head Salaries.
  - (b) Schedule-HP: Computation of income under the head Income from House Property
  - (c) Schedule-IP: Information regarding partnership firms in which assessee is a partner
  - (d) Schedule-BP: Computation of income under the head "profit and gains from business or profession" (income by way of salary, interest etc. from firms in which assessee is a partner)
  - (e) Schedule-CG: Computation of income under the head Capital gains.
  - (f) Schedule-OS: Computation of income under the head Income from other sources.
  - (g) Schedule-CYLA: Statement of income after set off of current year's losses
  - (h) Schedule-BFLA: Statement of income after set off of unabsorbed loss brought forward from earlier years.
  - (i) Schedule- CFL: Statement of losses to be carried forward to future years.
  - (j) Schedule-VIA: Statement of deductions (from total income) under Chapter VIA.
  - (k) Schedule-SPI: Statement of income arising to spouse/ minor child/ son's wife or any other person or association of persons to be included in the income of assessee in Schedules-HP, BP, CG and OS.
  - (l) Schedule-SI: Statement of income which is chargeable to tax at special rates
  - (m) Schedule-EI: Statement of Income not included in total income (exempt incomes)
  - (n) Schedule-IT: Statement of payment of advance-tax and tax on self-assessment.
  - (o) Schedule-TDS1: Statement of tax deducted at source on salary.
  - (p) Schedule-TDS2: Statement of tax deducted at source on income other than salary.

## 12. GUIDANCE FOR FILLING OUT PARTS AND SCHEDULES

## (1) General

- (i) All items must be filled in the manner indicated therein; otherwise the return maybe liable to be held defective or even invalid.
- (ii) If any schedule is not applicable across across as "---NA---".
- (iii) If any item is inapplicable, write "NA" against that item.
- (iv) Write "Nil" to denote nil figures.
- (v) Except as provided in the form, for a negative figure/ figure of loss, write "-" before such figure.
- (vi) All figures should be rounded off to the nearest one rupee. However, the figures for total income/ loss and tax payable be finally rounded off to the nearest multiple of ten rupees.

## (2) Sequence for filling out parts and schedules

You are advised to follow the following sequence in filling in the sheets;

- (i) Part A- General on page 1.
- (ii) Schedules
- (iii) Part B-TI and Part B-TTI
- (iv) Verification
- (v) Details relating to TRP and counter signature of TRP if return is prepared by him.

## 13. PART-GEN

Most of the details to be filled out in Part-Gen of this form are self-explanatory. However, some of the details mentioned below are to be filled out as explained hereunder:-

- (a) e-mail address and phone number are optional;
- (b) In case of an individual, for "employer category", Government category will include Central Government/ State Governments employees. PSU category will include public sector companies of Central Government and State Government;
- (c) The code for sections under which the return is filed be filled as per code given in instruction No.7(i).
- (d) In case the return is being filed by you in a representative capacity, please ensure to quote your PAN in item "PAN of the representative assessee". In case the PAN of the person being represented is not known or he has not got a PAN in India, the item for PAN in the first line of the return may be left blank. It may please be noted that in the first line of this form, the name of the person being represented be filled.

## 14. SCHEDULES

## (a) Schedule-S-

- (a) In case there were more than one employer during the year, please give the details of the last employer. Further, in case, there were more than one employer simultaneously during the year, please furnish the details of the employer you have got more salary. Fill the details of salary as given in TDS certificate(s) (Form 16) issued by the employer(s). However, if the income has not been computed correctly in Form No. 16, please make the correct computation and fill the same in this item. Further, in case there were more than one employer during the year, please furnish in this item the details in respect of total salaries from various employers. In the case of

### 1.361 RETURN FORM - PARTNERS NOT HAVING PROPRIETORSHIP BUSINESS ITR-3

salaried employees, perquisites have to be valued by the employee in accordance with the notification No. SO.3245(E) dated 18.12.2009, for the purposes of including the same in their salary income.

(b) Schedule-HP,-

In case, a single house property is owned by the assessee, which is self-occupied and interest paid on the loan taken for the house property is to be claimed as a deduction. This schedule needs to be filled up. If there are two or more than two house properties, fill out the details for each properties in this Schedule. If there are more than two house properties, the details of remaining properties be filled in a separate sheet in the format of this Schedule, and attach this sheet with this return. The results of all the properties have to be filled in last row of this Schedule. Following points also need to be clarified:-

- (i) Annual lettable value means the amount for which the house property may reasonably be expected to let from year to year, on a notional basis: Deduction for taxes paid to local authority shall be available only if the property is in the occupation of a tenant, and such taxes are borne by the assessee and not by the tenant and have actually been paid during the year.
- (ii) Deduction is available for unrealized rent in the case of a let-out property. If such a deduction has been taken in an earlier assessment year, and such unrealized rent is actually received in the assessment year in question, the unrealized rent so received is to be shown in item 3a of this Schedule.
- (iii) Item 3b of this Schedule relates to enhancement of rent with retrospective effect. Here mention back years' extra rent received thereon, and claim deduction @ 30% of such arrear rent received.

(c) Schedule-IF,-

- (i) This Schedule has to be filled for each firm in which you are partner.
- (ii) In case you are partner in more than 5 firms, a separate sheet may be enclosed giving the details in same format.
- (iii) In column (i) of the Schedule, furnish the amount of share in the profit of the firm (amount of profit) as computed in accordance with the provisions of the Income-tax Act in case of the firm. Such share is exempt from tax in hands of the partner.
- (iv) In column (ii), please furnish the amount of capital balance (including the capital on which you are entitled for an interest) in the firm in which you are partner.

(d) Schedule-BP,-

- (i) The details of the salary, bonus, commission, remuneration or interest received by you from the firms in which you are partner (filled in Schedule-IF) are to be filled in this Schedule.
- (ii) The expenses, if any, relating to earning of such income (which have not been deducted while computing such income) shall be filled in column v of this Schedule.

(e) Schedule-CG,-

- (i) If more than one short-term capital asset has been transferred, make the combined computation for all the assets. Similarly, make the combined computation for all the assets if more than one long-term capital asset has been transferred.
- (ii) For computing long-term capital gain, cost of acquisition and cost of improvement may be indexed, if required, on the basis of following cost inflation index notified by the Central Government for this purpose.

Sl.No.	Financial Year	Cost Inflation Index	Sl.No.	Financial Year	Cost Inflation Index
1.	1981-82	100	16.	1996-97	305
2.	1982-83	109	17.	1997-98	331
3.	1983-84	116	18.	1998-99	351
4.	1984-85	125	19.	1999-00	389
5.	1985-86	133	20.	2000-01	406
6.	1986-87	140	21.	2001-02	426
7.	1987-88	150	22.	2002-03	447
8.	1988-89	161	23.	2003-04	463
9.	1989-90	172	24.	2004-05	480
10.	1990-91	182	25.	2005-06	497
11.	1991-92	199	26.	2006-07	519
12.	1992-93	223	27.	2007-08	551
13.	1993-94	244	28.	<b>2008-09</b>	<b>582</b>
14.	1994-95	259	29.	<b>2009-10</b>	<b>632</b>
15.	1995-96	281	30.	<b>2010-11</b>	<b>711</b>

- (iii) Sections 54/ 54B/ 54D/ 54EC/ 54F mentioned in this schedule provides exemption on capital gains subject to fulfillment of certain conditions. Exemption under some of these sections is available only in respect of long-term capital gains. Therefore, please ensure that you are claiming the benefit of any of these sections correctly in accordance with the provisions of law.

- (iv) Item C of this Schedule computes the total of short-term capital gain and long-term capital gain (item A4 + item B5). Please note that if balance in item B5 in respect of long-term capital gain is a loss, same shall not be set-off against short-term capital gain. In such situation, the figure of item B5 would be entered as 0 and then the figures of item A4 be added in item C.

(f) Schedule-OS,-

- (i) Against item 1a and 1b, enter the details of gross income by way of dividend and interest which is not exempt.
- (ii) Against item 1c, indicate the gross income from machinery, plant or furniture let on hire and also such income from building where its letting is inseparable from the letting of the said machinery, plant or furniture, if it is not chargeable to income-tax under the head "Profits and gains of business or profession".

- (iii) Income from owning and maintaining race horses is to be computed separately as loss from owning and maintaining race horses cannot be adjusted against income from any other source, and can only be carried forward for set off against similar income in subsequent years.
- (iv) Winnings from lotteries, crossword puzzles, races, etc., are subject to special rates of tax; hence a separate item is provided and the income from these can not be adjusted against the losses arising under the head Income from other sources.
- (v) Item 5 of this Schedule computes the total income chargeable under the head "Income from other sources" (item 3 + item 4c). If balance in item 4c from owning and maintaining race horses is a loss, please enter 0 and enter the total of item 3.
- (g) Schedule-SPI,-
- Furnish the details of income of spouse, minor child, etc., if to be included in your income in accordance with provisions of Chapter V of the Income-tax Act.
  - The income entered into this Schedule has to be included in the respective head.
  - Section 10(32) provides exemption to extent of Rs. 1,500/- in respect of minor's income for the purpose of clubbing. Therefore, exclude Rs. 1,500/- from the income of the minor while clubbing the income of the minor in the respective head. However, if income of the minor is to be clubbed in various heads, total exclusion should not exceed Rs. 1,500/-.
- (h) Schedule-CYLA,-
- Mention only positive incomes of the current year in column 1, headwise, in the relevant rows.
  - Mention total current year's loss(es), if any, from house property, business or profession and other sources (other than losses from race horses) in the first row against 'loss to be adjusted'. These losses are to be set off against income under other heads in accordance with the provisions of section 71. The amount set off against the income of respective heads has to be entered into in columns 2, 3 and 4, in the relevant rows.
  - Mention the end-result of the above inter-head set-off(s) in column 5, headwise, in relevant rows.
  - Total of loss set off out of columns 2, 3 and 4 have to be entered into row vii.
  - The losses remaining for set off have to be entered in row viii.
- (i) Schedule-BFLA,-
- Mention only positive incomes of the current year (after set-off of loss in Schedule-CYLA in column 1, headwise in relevant rows.
  - The amount of brought forward losses which may be set off are to be entered in column 2 in respective rows except under the head "Salary" where no loss could be brought forward.
  - The end result of the set off will be entered in column 3 in respective heads. The total of column 3 shall be entered in row viii which shall give the amount of gross total income.
  - The total amount of brought forward losses set off during the year shall be entered in column 2 of row vii.
- (j) Schedule-CFL,-
- In this Schedule, the summary of losses carried from earlier years, set off during the year and to be carried forward for set off against income of future years is to be entered.
  - The losses under the head "house property", "profit and gains of business or profession" short term capital loss and long term capital loss, losses from other sources (other than losses from race horses) are allowed to be carried forward for 8 years. However, loss from owning and maintaining race horses can be carried forward only for 4 assessment years.
- (k) Schedule-VIA,- The total of the deductions allowable is limited to the amount of gross total income. For details of deductions allowable, the provisions of the Chapter VI-A may kindly be referred to. Details of deductions which are available to an individual/ HUF not carrying out any business or profession are as under:-
- Section 80C (Some of the major items for deduction under this section are- amount paid or deposited towards life insurance, contribution to Provident Fund set up by the Government, recognised Provident Fund, contribution by the assessee to an approved superannuation fund, subscription to National Savings Certificates, tuition fees, payment/ repayment for purposes of purchase or construction of a residential house and many other investments)(for full list, please refer to section 80C of the Income-tax Act) (Please note that as provided in section 80CCE, aggregate amount of deduction under section 80C, 80CCC and 80CCD shall not exceed one lakh rupees).
  - Section 80CCC (Deduction in respect of contributions to certain pension funds).
  - Section 80CCD (Deduction in respect of contributions to pension scheme of Central Government)
  - Section 80CCF (Deduction in respect of long-term infrastructure bonds, not exceeding twenty-thousand rupees during the previous year).
  - Section 80D (Deduction in respect of Medical Insurance Premium and contributions to CGHS).
  - Section 80DD (Deduction in respect of maintenance including medical treatment of dependent who is a person with disability)
  - Section 80DDB (Deduction in respect of medical treatment, etc.)
  - Section 80E (Deduction in respect of interest on loan taken for higher education)
  - Section 80G (Deduction in respect of donations to certain funds, charitable institutions, etc.)
  - Section 80GG (Deduction in respect of rents paid)
  - Section 80GGA (Deduction in respect of certain donations for scientific research or rural development)
  - Section 80GGC (Deduction in respect of contributions given by any person to political parties)
  - Section 80RRB (Deduction in respect of royalty on patents)
  - Section 80U (Deduction in case of a person with disability)
- (l) Schedule-SI,-  
Mention the income included in Schedule-CG and Schedule-OS which is chargeable to tax at special rates. The codes for relevant section and special rate of taxes are given in Instruction No.9(jii)
- (m) Schedule-EI,-  
Furnish the details of income like agriculture income, interest, dividend, etc., which is exempt from tax. The details may be filled on cash basis unless there is any provision/ requirement to declare them on accrual basis.

### 1.363 RETURN FORM - PARTNERS NOT HAVING PROPRIETORSHIP BUSINESS ITR-3

- (n) Schedule-IT:-
- In this schedule, fill out the details of payment of advance income-tax and income-tax on self-assessment.
  - The details of BSR Code of the bank branch (7 digits), date of deposit, challan serial no., and amount paid should be filled out from the acknowledgment counterfoil.  
out from the acknowledgment counterfoil.
- (o) Schedules-TDS1 and TDS2:-
- In these Schedules fill the details of tax deducted on the basis of TDS certificates( Form 16 or Form No.16A) issued by the deductor(s).
  - Details of each certificate are to be filled separately in the rows. In case rows provided in these Schedules are not sufficient, please attach a table in same format.
  - It may please be noted that the TDS certificates are not to be annexed with the Return Form.
  - In order to enable the Income Tax Department to provide accurate, quicker and full credit for taxes deducted at source, the taxpayer must ensure to quote the PAN for every TDS transaction.

#### 15. PART B-TI-COMPUTATION OF TOTAL INCOME

- In this part the summary of income computed under various heads and as set off in Schedule CFLA and Schedule BFLA is to be entered.
- Every entry which have to be filled on basis of Schedules have been crossed referenced and hence doesn't need any further clarification.

#### 16. PART B-TI-COMPUTATION OF TAX LIABILITY ON TOTAL INCOME

- (a) In item 1a, fill the details of gross tax liability to be computed at the applicable rate. The tax liability has to be computed at the rates given as under:-

(i) In case of individuals (other than women and individuals who are of the age of 65 years or more at any time during the financial year 2010-11) -

Income (In Rs.)	Tax Liability (In Rs.)
Upto Rs. 1,60,000	Nil
Between Rs. 1,60,001 - Rs. 5,00,000	10% of income in excess of Rs. 1,60,000
Between Rs. 5,00,001 - Rs. 8,00,000	Rs. 34,000 + 20% of income in excess of Rs. 5,00,000
Above Rs.8,00,000	Rs. 94,000 + 30% of income in excess of Rs. 8,00,000

(ii) In case of women (other than women who are of the age of 65 years or more at any time during the financial year 2010-11)-

Income (In Rs.)	Tax Liability (In Rs.)
Upto Rs. 1,90,000	Nil
Between Rs. 1,90,001 - Rs. 5,00,000	10% of income in excess of Rs. 1,90,000
Between Rs. 5,00,001 - Rs. 8,00,000	Rs. 31,000 + 20% of income in excess of Rs. 5,00,000
Above Rs.8,00,000	Rs. 91,000 + 30% of income in excess of Rs. 8,00,000

(iii) In case of individuals who are of the age of 65 years or more at any time during the financial year 2010-11-

Income (In Rs.)	Tax Liability (In Rs.)
Upto Rs. 2,40,000	Nil
Between Rs. 2,40,001 - Rs. 5,00,000	10% of income in excess of Rs. 2,40,000
Between Rs. 5,00,001 - Rs. 8,00,000	Rs. 26,000 + 20% of income in excess of Rs. 5,00,000
Above Rs.8,00,000	Rs. 86,000 + 30% of income in excess of Rs. 8,00,000

- In item No. 3, calculate the education cess including secondary and higher education cess at the rate of three per cent of item No.1c+item No. 2]
- In item No. 3a, claim the relief if any allowable under section 89 in respect of arrears or advances of salary received during the year.
- In item 9b, please furnish the details in accordance with Form 16 issued by the employer(s) in respect of salary income and Form 16A issued by any other person in respect of interest income.
- item 14- Please quote the MICR code of the bank if you desire to receive the refund through electronic clearing system (ECS). However, it may not be possible to issue the refund in all cases through ECS since the ECS facility is not available across the country.

#### 17. VERIFICATION


- In case the return is to be furnished in a paper format or electronically under digital signature or in a bar coded return format, please fill up the required information in the Verification. Strike out whatever is not applicable. Please ensure that the verification has been signed before furnishing the return. Write the designation of the person signing the return.
- In case the return is to be furnished electronically in the manner mentioned in instruction no. 5(ii), please fill verification form (Form ITR-V)
- Please note that any person making a false statement in the return or the accompanying schedules shall be liable to be prosecuted under section 277 of the Income-tax Act, 1961 and on conviction be punishable under that section with rigorous imprisonment and with fine.

#### 18. DETAILS REGARDING TAX RETURN PREPARER (TRP)



- (a) This return can be prepared by a Tax Return Preparer (TRP) also in accordance with the Tax Return Preparer Scheme, 2006 dated 28<sup>th</sup> November, 2006.
- (b) If the return has been prepared by him, the relevant details have to be filled by him in item No.16 below verification and the return has to be countersigned by him in the space provided in the said item.
- (c) The Tax Return Preparer is entitled to a maximum fee of Rs. 250/- from the taxpayer. TRP is also entitled to a reimbursement from the Government for following three years as under:-
  - (i) 3 per cent of the tax paid on the income declared in the return for the first eligible assessment year (first eligible assessment year means the assessment year if no return has been furnished for at least three assessment years preceding to that assessment year);
  - (ii) 2 per cent of the tax paid on the income declared in the return for the second eligible assessment year (second eligible assessment year means the assessment year immediately following the first eligible assessment year);
  - (iii) 1 per cent of the tax paid on the income declared in the return for the third eligible assessment year (third eligible assessment year means the assessment year immediately following the second eligible assessment year);
- (d) For these three eligible assessment years, the TRP will be eligible for the fee from the taxpayer to the extent of the amount by which Rs. 250/- exceeds the amount of reimbursement receivable by him from the Government.

2011-12 ITR-4S, PAGE 1



### ITR-4S SUGAM PRESUMPTIVE BUSINESS INCOME TAX RETURN AY 2011-12

**A1** FIRST NAME  **A2** MIDDLE NAME

**A3** LAST NAME  **A4** PERMANENT ACCOUNT NUMBER

**A5** SEX  Male  Female **A6** DATE OF BIRTH  **A7** INCOME TAX WARD/CIRCLE

**A8** FLAT/DOOR/BUILDING  **A9** ROAD/STREET

**A10** AREA/LOCALITY  **A11** TOWN/CITY/DISTRICT

**A12** STATE  **A13** PINCODE

**A15** EMAIL ADDRESS

**A16** RESIDENTIAL/OFFICE PHONE NO. WITH STD CODE  **A17** MOBILE NO.

**A18** Fill only one if you belong to  Government  PSU  Others

**A19** Fill only one  Tax Returnable  Tax Payable  Nil Tax Balance **A20** Fill only one  Resident  Non Resident  Resident but not ordinarily resident

**A21** Fill only one: filed  Before due date-139(1)  After due date-139(4)  Revised Return-129(5) OR In response to notice  142(1)  148  153A/153C

**A22** If revised \*  Receipt Number of Original Return and  Date of Filing Original Return

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#### PART B - GROSS TOTAL INCOME Whole-Rupee(e) only.

**B1** Income from Business  \* B1

NOTE: Enter value from E6 of Schedule BP

**B2** Income from Salary/Pension  \* B2

NOTE: Ensure to fill "Sch TD51" given in Page 3

**B3** Income from One House Property  \* B3 (  )

**B4** Income from other sources  \* B4 (  )

NOTE: Ensure to fill "Sch TD52" given in Page 3

**B5** Gross Total Income (B1 + B2 + B3 + B4)  \* B5 (  )

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#### PART C - DEDUCTIONS AND TAXABLE TOTAL INCOME (Refer to Instructions for Limits on Amount of Deductions as per "Income Tax Act")

**C1**  \* C1   \* C2   \* C3

**C1**  \* C4   \* C5   \* C6

**to**  \* C7   \* C8   \* C9

**C13**  \* C10   \* C11   \* C12


\* C13

FOR OFFICIAL USE ONLY

→ STAMP RECEIPT NO. HERE

SEAL, DATE AND SIGNATURE OF RECEIVING OFFICIAL

1. Inserted by IT (Third Amdt.) Rules, 2011, w.r.e.f. 1-4-2011.



PERMANENT ACCOUNT NUMBER

2011-12 ITR-4S, PAGE 2

**C14 Total Deductions ( Add items C1 to C13 )**      • C14

**C15 Taxable Total Income( BS - C14 )**      • C15

**PART D—TAX COMPUTATION AND TAX STATUS**

<p><b>D1 to D3</b> Tax Payable On Total Income(C15)      • <b>D1</b> <span style="border-bottom: 1px solid black; display: inline-block; width: 100px;"></span></p> <p><b>D4 to D6</b> Relief u/s 89      • <b>D4</b> <span style="border-bottom: 1px solid black; display: inline-block; width: 100px;"></span></p> <p><b>D7 to D9</b> Total Interest u/s 234A/234B/234C      • <b>D7</b> <span style="border-bottom: 1px solid black; display: inline-block; width: 100px;"></span></p> <p><b>D10 to D12</b> Total Self Assessment Tax Paid      • <b>D10</b> <span style="border-bottom: 1px solid black; display: inline-block; width: 100px;"></span></p> <p><b>D13 to D15</b> Total Prepaid Taxes(D9+D10+D11+D12)      • <b>D13</b> <span style="border-bottom: 1px solid black; display: inline-block; width: 100px;"></span></p>	<p>Secondary &amp; Higher Education Cess      • <b>D2</b> <span style="border-bottom: 1px solid black; display: inline-block; width: 100px;"></span></p> <p>Relief u/s 90/91      • <b>D5</b> <span style="border-bottom: 1px solid black; display: inline-block; width: 100px;"></span></p> <p>Total Tax And Interest (D6+D7)      • <b>D8</b> <span style="border-bottom: 1px solid black; display: inline-block; width: 100px;"></span></p> <p>Total TDS Deducted      • <b>D11</b> <span style="border-bottom: 1px solid black; display: inline-block; width: 100px;"></span></p> <p>Tax Payable ( D8 - D13, If D8&gt;D13)      • <b>D14</b> <span style="border-bottom: 1px solid black; display: inline-block; width: 100px;"></span></p>	<p><b>TOTAL TAX AND CESS ( D1+ D2 )</b>      • <b>D3</b> <span style="border-bottom: 1px solid black; display: inline-block; width: 100px;"></span></p> <p><b>Balance Tax After Relief ( D3-D4-D5)</b>      • <b>D6</b> <span style="border-bottom: 1px solid black; display: inline-block; width: 100px;"></span></p> <p><b>Total Advance Tax Paid</b>      • <b>D9</b> <span style="border-bottom: 1px solid black; display: inline-block; width: 100px;"></span></p> <p><b>Total TCS Collected</b>      • <b>D12</b> <span style="border-bottom: 1px solid black; display: inline-block; width: 100px;"></span></p> <p><b>Refund ( D13 - D8, If D13 &gt; D8 )</b>      • <b>D15</b> <span style="border-bottom: 1px solid black; display: inline-block; width: 100px;"></span></p>
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Bank Account Details ( Mandatory in all cases irrespective of refund due or not)

**D16** ACCOUNT No.       • **D17** BRANCH CODE

**D18** Type of account:    •  Current    •  Savings    • **D18** Fill only one: Refund by    •  cheque or    •  deposited directly into your bank account

**D19** Exempt income only for reporting purposes (From Dividends, Agricultural Income < ₹ 5000/-)    •

**VERIFICATION**

I, \_\_\_\_\_ son/daughter of \_\_\_\_\_ solemnly declare that to the best of my knowledge and belief, the information given in the return is correct and complete and that the amount of total income and other particulars shown therein are truly stated and are in accordance with the provisions of the Income-tax Act, 1961, in respect of income chargeable to income-tax for the assessment year referred to in the Assessment Year 2011-12.

Place:       •       **SIGN HERE →**

If the return has been prepared by a Tax Return Preparer (TRP) give further details as below

Name of the TRP	TRP PIN ( 10 Digit )	Amount to be paid to TRP	TRP Signature
<span style="border-bottom: 1px solid black; display: inline-block; width: 100px;"></span>	<span style="border-bottom: 1px solid black; display: inline-block; width: 100px;"></span>	<span style="border-bottom: 1px solid black; display: inline-block; width: 100px;"></span>	<span style="border-bottom: 1px solid black; display: inline-block; width: 100px;"></span>

**NATURE OF BUSINESS, if more than one business indicate the three main activities/ products**

S.No.	Code	Name of the Business	Description
(i)	<span style="border-bottom: 1px solid black; display: inline-block; width: 30px;"></span>	<span style="border-bottom: 1px solid black; display: inline-block; width: 100px;"></span>	<span style="border-bottom: 1px solid black; display: inline-block; width: 100px;"></span>
(ii)	<span style="border-bottom: 1px solid black; display: inline-block; width: 30px;"></span>	<span style="border-bottom: 1px solid black; display: inline-block; width: 100px;"></span>	<span style="border-bottom: 1px solid black; display: inline-block; width: 100px;"></span>
(iii)	<span style="border-bottom: 1px solid black; display: inline-block; width: 30px;"></span>	<span style="border-bottom: 1px solid black; display: inline-block; width: 100px;"></span>	<span style="border-bottom: 1px solid black; display: inline-block; width: 100px;"></span>

**SCHEDULE BP - DETAILS OF INCOME FROM BUSINESS**

**COMPUTATION OF PRESUMPTIVE INCOME UNDER 44AD**

<b>E1</b> Gross Turnover or Gross Receipts	• E1	<span style="border-bottom: 1px solid black; display: inline-block; width: 100px;"></span>
<b>E2</b> Total Presumptive Income under 44AD(8% of E1)	• E2	<span style="border-bottom: 1px solid black; display: inline-block; width: 100px;"></span>

**NOTE:** If income is less than 8% of Gross Receipts, it is mandatory to file a tax audit under 44AD & regular ITR 4 form has to be filed and not this form.

**COMPUTATION OF PRESUMPTIVE INCOME UNDER 44AE**

<b>E3</b> Presumptive Income from Heavy Vehicles	• E3	<span style="border-bottom: 1px solid black; display: inline-block; width: 100px;"></span>
<b>E4</b> Presumptive Income from Other Vehicles	• E4	<span style="border-bottom: 1px solid black; display: inline-block; width: 100px;"></span>
<b>E5</b> Total Presumptive Income under 44AE(E3+E4)	• E5	<span style="border-bottom: 1px solid black; display: inline-block; width: 100px;"></span>

**NOTE:** If the profits are lower than prescribed under 44AE or the number of vehicles owned at any time exceed 10 then the regular ITR 4 form has to be filed and not this form.

<b>E6</b> Income chargeable under Business (E2+E5)	• E6	<span style="border-bottom: 1px solid black; display: inline-block; width: 100px;"></span>
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PERMANENT ACCOUNT NUMBER

2011-12 ITR-4S, PAGE 3

FINANCIAL PARTICULARS OF THE BUSINESS

NOTE: For E7 to E10 furnish the information as on 31st day of March, 2011

E7	Amount of Total Sundry Debtors	• E7	
E8	Amount of Total Sundry Creditors	• E8	
E9	Amount of Total Stock-in-trade	• E9	
E10	Amount of the Cash Balance	• E10	

Sch IT - DETAILS OF ADVANCE TAX AND SELF ASSESSMENT TAX PAYMENTS

BSR CODE (col. i)	DATE OF DEPOSIT (col. ii)	CHALLAN NO (col. iii)	TAX PAID (col. iv)
R1			
R2			
R3			
R4			
R5			

NOTE: (1) Enter the totals of Advance Tax and Self Assessment Tax in D8 and D10. (2) Continue in Supplementary Schedule IT if you cannot fill within Sch IT

Sch TCS - DETAILS OF TAX COLLECTED AT SOURCE

TAX COLLECTION ACCOUNT NO. (col. i)	NAME OF THE COLLECTOR (col. ii)	TAX COLLECTED (col. iii)	AMOUNT (B) CLAIMED THIS YEAR (v)
T1			
T2			
T3			

NOTE: (1) Enter the total of column(s) of Sch TCS in D17. (2) Continue in Supplementary Schedule TCS if you cannot fill within Sch TCS

Sch TDS1 - DETAILS OF TAX DEDUCTED AT SOURCE FROM SALARY (As per Form 16 Issued by Employer(s))


TAN (col. i)	NAME OF THE EMPLOYER (col. ii)	INCOME UNDER SALARY (col. iii)	TAX DEDUCTED (col. iv)
S1			
S2			
S3			


NOTE: (1) Enter the total of column(s) of Sch TDS1 and Sch TDS2 in D11. (2) Continue in Supplementary Schedule TDS1 if you cannot fill within Sch TDS1


Sch TDS2- DETAILS OF TAX DEDUCTED AT SOURCE FROM INCOME OTHER THAN SALARY (As per Form 16A Issued by Deductor(s))


TAN (col. i)	NAME OF THE DEDUCTOR (col. ii)	TAX DEDUCTED (col. iii)	AMT OUT OF (v) CLAIMED THIS YEAR (iv)
T1			
T2			
T3			
T4			

NOTE: (1) Enter the total of column(s) of Sch TDS1 and Sch TDS2 in D11. (2) Continue in Supplementary Schedule TDS2 if you cannot fill within Sch TDS2

		PERMANENT ACCOUNT NUMBER	AY 2011-12	
FIRST NAME	MIDDLE NAME	LAST NAME		
<b>SUPPLEMENTARY SCHEDULE TDS 1</b> (To be used only after exhausting items S1-S3 of Schedule TDS in main form etc)				
TAN (col. 1)	NAME OF THE EMPLOYER (col. 2)	INCOME UNDER SALARY (col. 3)	TAX DEDUCTED (col. 4)	
S4				
S5				
S6				
S7				
S8				
S9				
S10				
S11				
S12				
S13				
S14				
S15				
S16				
S17				
S18				
S19				
S20				
S21				
S22				
S23				
S24				
S25				
S26				
S27				
S28				
S29				
S30				

		PERMANENT ACCOUNT NUMBER	AY 2011-12	
FIRST NAME	MIDDLE NAME	LAST NAME		
<b>SUPPLEMENTARY SCHEDULE TDS 2</b> (To be used only after extracting items T1-T4 of Schedule TDS2 in main form etc)				
TAN (col. 1)	NAME OF THE DEDUCTOR (col. II)	TAX DEDUCTED (col. III)	AMT OUT OF IN CLAIMED THIS YEAR IN	
T5				
T6				
T7				
T8				
T9				
T10				
T11				
T12				
T13				
T14				
T15				
T16				
T17				
T18				
T19				
T20				
T21				
T22				
T23				
T24				
T25				
T26				
T27				
T28				
T29				
T30				
T31				

		PERMANENT ACCOUNT NUMBER	AY 2011-12
FIRST NAME	MIDDLE NAME	LAST NAME	
<b>SUPPLEMENTARY SCHEDULE IT</b> (To be used only after exhausting items R1-R5 of Schedule IT in main form etc.)			
ESR CODE (col. i)	DATE OF DEPOSIT (col. ii)	CHALLAN NO. (col. iii)	TAX PAID (col. iv)
R6			
R7			
R8			
R9			
R10			
R11			
R12			
R13			
R14			
R15			
R16			
R17			
R18			
R19			
R20			
R21			
R22			
R23			
R24			
R25			
R26			
R27			
R28			
R29			
R30			
R31			
R32			

		PERMANENT ACCOUNT NUMBER	AY 2011-12
FIRST NAME	MIDDLE NAME	LAST NAME	
<b>SUPPLEMENTARY SCHEDULE TCS</b> (To be used only after exhausting items U1-U3 of Schedule TCS in main form etc)			
TAX COLLECTION ACCOUNT NO. (cont. I)	NAME OF THE COLLECTOR (cont. II)	TAX DEDUCTED (cont. III)	AMOUNT IN (₹) CLAIMED THIS YEAR (I)
U4			
U5			
U6			
U7			
U8			
U9			
U10			
U11			
U12			
U13			
U14			
U15			
U16			
U17			
U18			
U19			
U20			
U21			
U22			
U23			
U24			
U25			
U26			
U27			
U28			
U29			
U30			



# SUGAM

## Instructions for SUGAM Income Tax Return

AY 2011-12

### 1 General Instructions

These Instructions are guidelines for filling the particulars in this Return Form. In case of any doubt, please refer to relevant provisions of the Income-tax Act, 1961 and the Income-tax Rules, 1962.


#### 1. Assessment Year for which this Return Form is applicable


This Return Form is applicable for assessment year 2011-2012 only, i.e., it relates to income earned in Financial Year 2010-11.

#### 2. Who can use this Return Form

This Return Form is to be used by an Individual / HUF whose total income for the assessment year 2011-12 includes:-

- (a) Business income where such income is computed in accordance with special provisions referred to in section 44AD and 44AE of the Act for computation of business income; or
- (b) Income from Salary/Pension; or
- (c) Income from One House Property (excluding cases where loss is brought forward from previous years); or
- (d) Income from Other Sources (Excluding Winning from Lottery and Income from Race Horses).

 The income computed shall be presumed to have been computed after giving full effect to every loss, allowance, depreciation under the Income Tax Act.

 Further, in a case where the income of another person like spouse, minor child, etc. is to be clubbed with the income of the assessee, this Return Form can be used only if the income being clubbed falls into either of the above income categories.

#### 3. Who cannot use this Return Form

SUGAM cannot be used to file the following incomes

- (a) Income from more than one house property; or
- (b) Income from Winnings from lottery or income from Race horses; or
- (c) Income under the head "Capital Gains", which are not exempt from tax, e.g., short-term capital gains or long-term capital gains from sale of house, plot, etc.; or
- (d) Income from agriculture in excess of Rs. 5,000; or
- (e) Income from Speculative Business and other special incomes.

#### 4. SUGAM form is not mandatory

SUGAM Business Form shall not apply at the option of the assessee, if -

- (i) the assessee keeps and maintains all the books of account and other documents referred to in section 44AA in respect of the business;
  - (ii) the assessee gets his accounts audited and obtains a report of such audit as required under section 44AB in respect of the business.
- In the above scenarios, Regular ITR-4 should be filed and not SUGAM.

#### 5. Annexure-loss Return Form


No document (including TDS certificate) should be attached to this Return Form. All such documents enclosed with this Return Form will be detached and returned to the person filing the return.

#### 6. Manner of filing this Return Form

This Return Form can be filed with the Income Tax Department in any of the following ways -

- (i) by furnishing the return in a paper form;
- (ii) by furnishing the return electronically under digital signature;
- (iii) by transmitting the data in the return electronically and thereafter submitting the verification of the return in Return Form ITR-V;
- (iv) by furnishing a Bar-coded return.

Where the Return Form is furnished in the manner mentioned at 5(ii), the assessee should print out two copies of Form ITR-V.

 One copy of ITR-V, duly signed by the assessee, has to be sent by ordinary post to Post Bag No. 1, Electronic City Office, Bangalore - 560100,

Karnataka. The other copy may be retained by the assessee for his record.

#### 7. Filing out the acknowledgment







Only one copy of this Return Form is required to be filed. Where the Return Form is furnished in the manner mentioned at 5(i) or at 5(iv), the acknowledgment slip attached with this Return Form should be duly filled.

#### 8. Obligation to file return

Every individual whose total income before allowing deductions under Chapter VI-A of the Income-tax Act, exceeds the maximum amount which is not chargeable to income tax is obligated to furnish his return of income. The deductions under Chapter VI-A are mentioned in Part C of this Return Form. The maximum amount not chargeable to income tax in case of different categories of individuals is as follows:-













































































































Sl No.	Category	Amount
(i)	In case of individuals below the age of 65 years (other than women)	₹ 1,60,000
(ii)	In case of women below the age of 65 years	₹ 1,90,000
(iii)	In case of individuals who are of the age of 65 years or more at any time during the financial year 2010-11	₹ 2,40,000

### 2 Item by Item Instructions

Item	Explanation
A1-A3	Fill your First name, Middle name, Last name in A1, A2, A3 as per details entered in PAN Card.
A4	Fill your Permanent Account Number. Make sure that you fill your PAN Carefully.  (1) Ensure that you enter PAN on the top of every page (2) In your PAN, first five and last one digit are alphabets and the remaining four digits are numerals.
A5	Fill your Sex, Male or Female
A6	Fill your Date of birth as per PAN Database Details  Always fill your Date of Birth in DD/MM/YYYY Format as given in the form
A7	Fill in the Ward/Circle Example: Ward 15(1), Circle 14(1) You can also fill the full Assessing Officers Code, if known.
A8-A13	Fill in the Communication Address  A13: PIN Code is mandatory. If you have changed your address please indicate the same, so that no communication from the department goes undelivered.
A14	Fill in your status
A15	Fill in your Email Address  This is important for faster communication from/with the department.
A16	Fill in STD Code in the first 5 digits and then fill the phone number in the next 8 digits  This is important for faster communication from/with the department.
A17	Fill in your Mobile No.  This is important for faster communication from/with the department
A18	Shade the appropriate circle.

• Correct and Incorrect Filing methods for the circles are shown below

CORRECT FILLING      INCORRECT FILLING

- You need to fill or shade only one circle completely.
- Correct                           
- Incorrect                           
- Correct                           
- Incorrect                           

<b>A19</b>	Shade the appropriate circle.	
	<b>Tax Payable Status</b>	<b>Shade Circle</b>
	Total Tax Payable (D8) < Total Prepaid Taxes (D13)	1
	Total Tax Payable (D8) > Total Prepaid Taxes (D13)	2
	Total Tax Payable (D8) = Total Prepaid Taxes (D13)	3
<b>A20</b>	Shade the appropriate circle. For non residents certain deductions are not available( For more details, refer Income Tax Act 1961)	
<b>A21</b>	Shade the appropriate circle	
	<b>How the return is filed</b>	<b>Shade Circle</b>
	Voluntarily before the due date under section 139(1)	1
	Voluntarily after the due date under section 139(4)	2
	Revised return under section 139(5)	3
	In response to notice under section 142(1)	4
	In response to notice under section 148	5
	In response to notice under section 153A/ 153C	6
<b>A22</b>	Provide the receipt number of Original return and Date of filing of Original Return. It is mandatory for you to provide these details in case of a revised return	
<b>B1</b>	Fill in the details from E6 of Sch BP. Ensure to fill business codes in the nature of business. For Business codes refer instructions	
<b>B2</b>	Fill the details of salary/ pension as given in TDS certificate (Form 16) issued by the employer. However, if the income has not been computed correctly in Form No. 16, please make the correct computation and fill the same in this item. Further, in case there was more than one employer during the year, please furnish in this item the details in respect of total salaries from various employers. If Form 16 is not issued, compute as per Work Sheet-1 given in this instructions	
<b>B3</b>	Compute as per Work Sheet-2 given in this instructions. If loss, mark the negative sign with in the brackets at left	
<b>B4</b>	Compute as per Work Sheet-3 given in this instructions. If loss, mark the negative sign with in the brackets at left	
<b>B5</b>	Add Items B1, B2, B3, B4. If loss, mark the negative sign with in the brackets at left. However, this loss cannot be carried forward to next year using this form. Use ITR-4 for Carry Forward of Losses	
<b>C1</b>	Some of the major items for deduction under this section are- amount paid or deposited towards life insurance, contribution to Provident Fund set up by the Government, recognised Provident Fund, contribution by the assessee to an approved superannuation fund, subscription to National Savings Certificates, tuition fees, payment/ repayment for purposes of purchase or construction of a residential house and many other investments (for full list, please refer to section 80C of the Income-tax Act). As provided in section 80CCE, aggregate amount of deduction under section 80C, 80CCC and 80CCD shall not exceed one lakh rupees	
<b>C2</b>	Deduction in respect of contributions to certain pension funds. Limited to ₹ 1,00,000/-	
<b>C3</b>	Deduction in respect of contributions to pension scheme of Central Government. For Employees- Least of amount Paid or 10% of salary For Others- Least of amount paid or 10% of Gross Total Income	
<b>C4</b>	Deduction in respect of Subscriptions to Long Term Infrastructure Bonds. Upper limit for 80CCF deduction is ₹ 20000/-	
<b>C5</b>	Deduction in respect of Medical Insurance Premium and contributions to CGHS. Upper limit for 80D Deduction that can be claimed 1. Self, Spouse, Dependent Children (aggregate)- ₹ 15,000/- 2. Parents- ₹ 15,000/- 3. Senior Citizen- ₹ 20,000/-	
<b>C6</b>	Deduction in respect of maintenance including medical treatment of dependent who is a person with disability. Upper Limit for 80DD Deduction 1. General - ₹ 50,000/- 2. Severe Disability - ₹ 1,00,000/-	
<b>C7</b>	Deduction in respect of medical treatment, etc. Upper limit for 80DDB Deduction that can be claimed 1. General- Actual or ₹ 40,000/- whichever is less 2. Senior Citizen- Actual or ₹ 60,000/- whichever is less	
<b>C8</b>	Deduction in respect of interest on loan taken for higher education	
<b>C9</b>	Deduction in respect of donations to certain funds, charitable institutions, etc. Compute as per Work Sheet-4.	
<b>C10</b>	Deduction in respect of rents paid. Maximum Deduction ₹ 24,000/-	
<b>C11</b>	Deduction in respect of certain donations for scientific research or rural development	
<b>C12</b>	Deduction in respect of contributions given by any person to political parties	
<b>C13</b>	Deduction in case of a person with disability. Upper Limit for 80U Deduction 1. General - ₹ 50,000/- 2. Severe Disability - ₹ 1,00,000/-	
<b>C14</b>	Add C1 to C13	
<b>C15</b>	Subtract C14 from B5 and enter the corresponding amount in C15. To carry forward loss in C15 use ITR 4	
<b>D1</b>	Compute as per tax computation table given below on Taxable Total Income (C15)	
<b>D2</b>	Calculate the education cess including secondary and higher education cess at the rate of three per cent of D1	
<b>D3</b>	D3 = D1 + D2	
<b>D4</b>	Claim the relief, if any, allowable under section 89 in respect of arrears or advances of salary received during the year.	
<b>D5</b>	Enter details of any relief under sections 90/91	
<b>D6</b>	D6 = D3 - D4 - D5	
<b>D7</b>	Calculate 234A, 234B, 234C interest according to the provisions of Income Tax Act 1961 and enter the amount in D7.	
<b>D8</b>	D8 = D6 + D7	
<b>D9</b>	Add the relevant Advance Tax Details given in Column iv of Schedule IT and write the amount in D9. Enter only these Tax payments made by you	

## Tax Computation Table

(i) In case of individuals (other than women and individuals who are of the age of 65 years or more at any time during the financial year 2010-11) :-

Income (In ₹)	Tax Liability (In ₹)
1 Upto ₹ 1,60,000	Nil
2 Between ₹ 1,60,001 - ₹ 5,00,000	10% of income in excess of ₹ 1,60,000
3 Between ₹ 5,00,001 - ₹ 8,00,000	₹ 24,000 + 20% of income in excess of ₹ 5,00,000
4 Above ₹ 8,00,000	₹ 94,000 + 30% of income in excess of ₹ 8,00,000

(ii) In case of women (other than women who are of the age of 65 years or more at any time during the financial year 2010-11) :-

Income (In ₹)	Tax Liability (In ₹)
1 Upto ₹ 1,50,000	Nil
2 Between ₹ 1,50,001 - ₹ 5,00,000	10% of income in excess of ₹ 1,50,000
3 Between ₹ 5,00,001 - ₹ 8,00,000	₹ 21,000 + 20% of income in excess of ₹ 5,00,000
4 Above ₹ 8,00,000	₹ 91,000 + 30% of income in excess of ₹ 8,00,000

(iii) In case of individuals who are of the age of 65 years or more at any time during the financial year 2010-11 :-

Income (In ₹)	Tax Liability (In ₹)
1 Upto ₹ 2,40,000	Nil
2 Between ₹ 2,40,001 - ₹ 5,00,000	10% of income in excess of ₹ 2,40,000
3 Between ₹ 5,00,001 - ₹ 8,00,000	₹ 26,000 + 20% of income in excess of ₹ 5,00,000
4 Above ₹ 8,00,000	₹ 86,000 + 30% of income in excess of ₹ 8,00,000

- D10** Add the relevant Self Assessment Tax Details given in Column iv of Schedule IT and write the amount in D10
- D11** Add the relevant TDS Deducted given in Column iv of Schedule TDS1 and Column iv of Schedule TDS2 and write the amount in D11. Verify your TDS & Tax payment details using FORM 26AS. For more details visit [www.incometaxindia.gov.in](http://www.incometaxindia.gov.in)
- D12** Add the details of TCS collected in Column iv of Sch TCS & enter the details in D12. Verify your TCS details using FORM 26AS. For more details visit [www.incometaxindia.gov.in](http://www.incometaxindia.gov.in)
- D13** Add D9, D10, D11 and D12
- D14** If D8 is greater than D13, then fill the amount of Tax Payable in D14. Shade the Tax Payable Circle in A19
- D15** If D13 is greater than D8, then fill the amount of Refund in D15. Shade the Tax Refundable Circle in A19
- D16-D19** It is mandatory for you provide the Bank details in all situations irrespective of whether you have refund or not. Please quote the MICR code of the bank if you desire to receive the refund through electronic clearing system (ECS).
- D20** Please enter details of all exempt incomes, e.g., Dividend Income, Income from agriculture not exceeding ₹ 5,000, etc. Compute as per Work Sheet-5 given in this instructions
- Verification** Please complete the Verification Section and Sign in the box given. Without a valid signature, your return will not be accepted by the Income Tax Department

**TRP Details** This return can be prepared by a Tax Return Preparer (TRP) also in accordance with the Tax Return Preparer Scheme, 2006 dated 28th November, 2006. If the return has been prepared by him, the relevant details have to be filled by him and the return has to be countersigned by him in the space provided in the said item.

**Sch BP** Enter the details of income from presumptive business as per section 44AD and 44AE. For more details refer Income Tax Act 1961

**Sch IT** Please enter details of tax payments, i.e., advance tax and self-assessment tax made by you. If you have more than Five Self Assessment and Advance Tax Details to be entered, then fill Supplementary Schedule IT and attach the same with the return

**Sch TCS** Please furnish the details of Tax collected at source. If you have more than Four TCS Details to be entered, then fill Supplementary Schedule TCS and attach the same with the return

**Sch TDS 1** Please furnish the details in accordance with Form 16 issued by the employer(s) in respect of salary income. Further in order to enable the Income Tax Department to provide accurate, quicker and full credit for taxes deducted at source, the taxpayer must ensure to quote complete details of every TDS transaction. If you have more than Four Form 16 Details to be entered, then fill Supplementary Schedule TDS1 and attach the same with the return

**Sch TDS 2** Please furnish the details in accordance with Form 16A issued by a person in respect of interest income and other sources of income. If you have more than Four Form 16A Details to be entered, then fill Supplementary Schedule TDS2 and attach the same with the return

### 3 Business Codes

Sector	Sub-Sector	Code
1. Manufacturing Industry	Agro-based industries	0101
	Automobile and Auto parts	0102
	Cement	0103
	Diamond cutting	0104
	Drugs and Pharmaceuticals	0105
	Electronics including Computer Hardware	0106
	Engineering goods	0107
	Fertilizers, Chemicals, Paints	0108
	Flour & Rice Mills	0109
	Food Processing units	0110
	Marble & Granite	0111
	Paper	0112
	Petroleum and Petrochemicals	0113
	Power and energy	0114
	Printing & Publishing	0115
	Rubber	0116
	Steel	0117
	Sugar	0118
	Tea, Coffee	0119
	Textiles, handloom, Power looms	0120
	Tobacco	0121
	Tyre	0122
	Vanaspathi & Edible Oils	0123
	Others	0124
2. Trading	Chain Stores	0201
	Retailers	0202
	Wholesalers	0203
	Others	0204
3. Commission Agents	General Commission Agents	0301
4. Builders	Builders	0401
	Estate Agents	0402
	Property Developers	0403
	Others	0404
5. Contractors	Civil Contractors	0501
	Excise Contractors	0502
	Forest Contractors	0503
	Mining Contractors	0504
	Others	0505
6. Professionals	Chartered Accountants, Companies Secretaries, etc.	0601
	Fashion designers	0602
	Legal professionals	0603
	Medical professionals	0604
	Nursing Homes	0605
	Specialty hospitals	0606
	Others	0607
7. Service Sector	Advertisement agencies	0701
	Beauty Parlours	0702
	Consultancy services	0703
	Courier Agencies	0704
	Computer training/educational and coaching institutes	0705
	Ferax Dealers	0706
	Hospitality services	0707
	Hotels	0708
	I.T. enabled services, BPO service providers	0709
	Security agencies	0710
	Software development agencies	0711
	Transporters	0712
	Travel agents, tour operators	0713
	Others	0714
	8. Financial Service Sector	Banking Companies
Chit Funds		0802
Financial Institutions		0803
Financial service providers		0804
Leasing Companies		0805
Money Lenders		0806
Non-Banking Finance Companies		0807
Share Brokers, Sub-brokers, etc.		0808
Others		0809
9. Entertainment Industry		Cable T.V. productions
	Film distribution	0902
	Film laboratories	0903
	Motion Picture Producers	0904
	Television Channels	0905
	Others	0906

**4 Worksheet 1 and 2**

**WORKSHEET-1: How to Compute Salary Income**

**NOTE** In the case of salaried employees, perquisites have to be valued in accordance with the notification No. SO.3245(E) dated 18.12.2009 for the purposes of including their value in the salary income.

**NAME OF THE EMPLOYER**  **TAN of Employer**

SALARIES

- 1 Gross Salary**
  - a) Salary as per provisions contained in section 17(1) **1a**   
**NOTE** Transfer item 1a of Form 16
  - b) Value of Perquisites (as per Form No. 12BB) **1b**   
**NOTE** Transfer item 1b of Form 16
  - c) Profit in lieu of Salary (as per Form No. 12BB) **1c**   
**NOTE** Transfer item 1c of Form 16
  - d) Total (1a+1b+1c) **1d**
- 2 Allowances exempt u/s 10** **2**   
**NOTE** Transfer item 2 of Form 16
- 3 Gross Salary after Allowances (2-3)** **3**   
**NOTE** Transfer item 3 of Form 16
- 4 Total Deductions** **4**   
**NOTE** (1) Transfer item 5 of Form 16.  
(2) Add Standard Deduction, Entertainment Allowance and Tax on Employment to get Total Deductions
- 5 Income Chargeable under the head 'Salaries' (3-4)** **5**

**NOTE** Maintain a worksheet for each employee and then add row 5 of all employees and transfer the amount to B2 in the SUGAM Form

**WORKSHEET-2: How to Compute Income from House Property**

**NOTE** If you have reported your interest on Housing Loan in item 7 of Form 16, then you can fill item 1g in the worksheet given below and transfer the same to B3. Ensure to fill a negative sign in the brackets given at the left in B3.

HOUSE PROPERTY

- 1 House Property**
  - (a) Annual lettable value/ rent received or receivable (higher if let out for whole of the year, lower if let out for part of the year) **1a**
  - (b) The amount of rent which cannot be realized **1b**
  - (c) Tax paid to local authorities **1c**
  - (d) Total (1b + 1c) **1d**
  - (e) Balance (1a - 1d) **1e**
  - (f) 30% of 1e **1f**
  - (g) Interest payable on borrowed capital (restricted to Rs 1,50,000 if NOT 'Let Out') **1g**
  - (h) Total (1f + 1g) **1h**
  - (i) Income from house property 1 (1e - 1h) **1i**
- 2 Income under the head "Income from house property"**
  - (a) Rent of earlier years realized under section 25A/AA **2a**
  - (b) Arrears of rent received during the year under section 25B after deducting 30% **2b**
  - (c) To be mentioned in Item B3 of this Return Form → Total Income from House Property (2a+ 2b + 1i) **2c**

**NOTE** Please include the income, if any, of specified persons such as minor children while computing the income under this head, if property is in their name

**4 Worksheet 3,4 and 5**

**WORKSHEET-3: How to Compute Income from Other Sources**

<b>OTHER SOURCES</b>	<b>1</b> Income other than from owning race horse(s):-	
	(a) Taxable Dividends, Gross	<b>1a</b> <input type="text"/>
	(b) Interest, Gross	<b>1b</b> <input type="text"/>
	(c) Rental income from machinery, plants, buildings etc, Gross	<b>1c</b> <input type="text"/>
	(d) Others, Gross	<b>1d</b> <input type="text"/>
	(e) Total (1a + 1b + 1c + 1d)	<b>1e</b> <input type="text"/>
	(f) Deductions under section 57:-	
	(i) Expenses	<b>1f(i)</b> <input type="text"/>
	(ii) Depreciation	<b>1f(ii)</b> <input type="text"/>
	(iii) Total	<b>1f(iii)</b> <input type="text"/>
<b>2</b> To be mentioned in Item B4 of this Return Form --> Total Income from other sources ((1e - fii))	<b>2</b> <input type="text"/>	

**NOTE:-** Please include the income, if any, of specified persons such as minor children while computing the income under this head, if FD etc is in their name.

**WORKSHEET-4: How to Compute deductions under section 80G**

<b>DETAILS OF DONATIONS</b>	<b>A</b> Donations entitled for 100% deduction (eg Prime Minister's National Relief Fund)	
	Name of donee	Amount of donation
	(i) <input type="text"/>	<b>1A(i)</b> <input type="text"/>
	(ii) <input type="text"/>	<b>1A(ii)</b> <input type="text"/>
	(iii) Total	<b>1A(iii)</b> <input type="text"/>
	<b>B</b> Donations entitled for 50% deduction where donee not required to be approved under section 80G(5) (vi) (eg Prime Minister's Drought Relief Fund)	
	Name of donee	Amount of donation
	(i) <input type="text"/>	<b>1B(i)</b> <input type="text"/>
	(ii) <input type="text"/>	<b>1B(ii)</b> <input type="text"/>
	(iii) Total	<b>1B(iii)</b> <input type="text"/>
	<b>C</b> Donations entitled for 50% deduction where donee is required to be approved under section 80G(5) (vi) (eligible donation is restricted to 10% of Total Income after other deductions)	
	Name and address of donee	Amount of donation
	(i) <input type="text"/>	<b>1C(i)</b> <input type="text"/>
	(ii) <input type="text"/>	<b>1C(ii)</b> <input type="text"/>
	(iii) Total	<b>1C(iii)</b> <input type="text"/>
<b>D</b> To be mentioned in Item C9 of this Return Form --> Total Deduction under Section 80 G = (100% of 1Aiii + 50% of 1Biii + 50% of [Maximum of 10% of Total Income After Other Deductions ((Item B5 - Sum of Items (C1 to C13 except C9)) or (Cii)])	<b>D</b> <input type="text"/>	

**WORKSHEET-5: How to Compute Exempt Income**

<b>EXEMPT INCOME</b>	How to compute Exempt Income (Income not to be included in Total Income)	
	<b>1</b> Interest income	<b>1</b> <input type="text"/>
	<b>2</b> Dividend income	<b>2</b> <input type="text"/>
	<b>3</b> Net Agriculture income (not exceeding Rs. 5,000)	<b>3</b> <input type="text"/>
	<b>4</b> Others, including exempt income of minor child	<b>4</b> <input type="text"/>
	<b>5</b> To be mentioned in Item D20 of this Return Form--> Total (1+2+3+4)	<b>5</b> <input type="text"/>

## Print Specifications for SAHAJ and SUGAM

1. **SAHAJ** and **SUGAM** Forms notified by CBDT are the simplest, technology enabled and taxpayer friendly return forms. These have been designed to facilitate error free and faster digitization. This is expected to curtail processing cycle and expedite issue of refunds. Taxpayers are advised to follow steps enumerated below:
  - a. *SAHAJ and SUGAM forms are colored forms with standard features like registration marks, barcode etc.* Taxpayers are advised to collect the forms from Income Tax offices, Tax-melas, TRP's and submit the same to the income tax department.
  - b. Taxpayers can also download the forms from the website and print using a color printer on an A4 size white paper. It is advisable for taxpayer to set the properties in printing options to "**fit to page**" and print the forms on a good quality white paper.
  - c. Taxpayers may also use the Fillable forms, being made available by the department shortly.
  - d. The Acknowledgement copy [*ITR-V Acknowledgement*] to be retained by taxpayer may be printed in black & white.

**FORM ITR-4**

<b>FORM</b>	<b>ITR-4</b>	<b>INDIAN INCOME TAX RETURN</b>	Assessment Year
		(For individuals and HUFs having income from a proprietary business or profession) <small>(Please see rule 12 of the Income-tax Rules, 1962) (Also see attached instructions)</small>	<b>2011-12</b>

**Part A-GEN GENERAL**

<b>PERSONAL INFORMATION</b>	First name	Middle name	Last name	PAN
	Flat/Door/Block No.		Name Of Premises/Building/Village	Status (Tick) <input checked="" type="checkbox"/> Individual <input type="checkbox"/> HUF
	Road/Street/Post Office		Area/locality	Date of Birth (DD/MM/YYYY) <small>(In case of individual)</small>
	Town/City/District		State	Pin code
	Residential/Office Phone Number with STD code		Mobile No.	Sex (in case of individual) (Tick) <input checked="" type="checkbox"/> Male <input type="checkbox"/> Female
	Email Address			Employer Category (if in employment) (Tick) <input checked="" type="checkbox"/> Govt. <input type="checkbox"/> PSU <input type="checkbox"/> Others
<b>FILING STATUS</b>	Income Tax Ward/Circle			
	Return filed (Tick) (Please see instruction number-7) <input type="checkbox"/> Before due date -139(1) <input type="checkbox"/> After due date -139(4) <input type="checkbox"/> Revised Return- 139(5)			
	OR In response to notice <input type="checkbox"/> 142(1) <input type="checkbox"/> 148 <input type="checkbox"/> 153A/153C			
	If revised, then enter Receipt No and Date of filing original return (DD/MM/YYYY)			
	Residential Status (Tick) <input checked="" type="checkbox"/> Resident <input type="checkbox"/> Non-Resident <input type="checkbox"/> Resident but Not Ordinarily Resident			
<b>AUDIT INFORMATION</b>	Whether this return is being filed by a representative assessee? (Tick) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
	If yes, please furnish following information -			
	(a) Name of the representative			
	(b) Address of the representative			
	(c) Permanent Account Number (PAN) of the representative			
Are you liable to maintain accounts as per section 44AA? (Tick) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No				
Are you liable for audit under section 44AB? (Tick) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No. If yes, furnish following information-				
(a) Name of the auditor signing the tax audit report				
(b) Membership no. of the auditor				
(c) Name of the auditor (proprietorship/ firm)				
(d) Permanent Account Number (PAN) of the proprietorship/ firm				
(e) Date of audit report.				

For Office Use Only :

For Office Use Only :

Receipt No  
Date  
Seal and Signature of receiving official

1. Substituted by IT (Third Amdt.) Rules, 2011, w.r.e.f. 1-4-2011.



NATURE OF BUSINESS		NATURE OF BUSINESS OR PROFESSION, IF MORE THAN ONE BUSINESS OR PROFESSION INDICATE THE THREE MAIN ACTIVITIES/ PRODUCTS	
S.No.	Code <i>[Please see instruction No.7(i)]</i>	Trade name of the proprietorship, if any	Description
(i)			
(ii)			
(iii)			

**Part A-BS BALANCE SHEET AS ON 31<sup>ST</sup> DAY OF MARCH, 2011 OF THE PROPRIETARY BUSINESS**  
*(fill items 1 to 5 in a case where regular books of accounts are maintained, otherwise fill item 6)*

SOURCES OF FUNDS	Proprietor's fund		
	a	Proprietor's capital	a
	b	Reserves and Surplus	
		i Revaluation Reserve	bi
		ii Capital Reserve	bii
		iii Statutory Reserve	biii
		iv Any other Reserve	biv
		v Total (bi + bii + biii + biv)	bv
	c	Total proprietor's fund (a + bv)	1c
		Loan funds	
a		Secured loans	
		i Foreign Currency Loans	ai
		ii Rupee Loans	
		A From Banks	iiA
		B From others	iiB
		C Total (iiA + iiB)	iiC
		iii Total (ai + iiC)	aii
b		Unsecured loans (including deposits)	
		i From Banks	bi
	ii From others	bii	
	iii Total (bi + bii)	biii	
c	Total Loan Funds (aii + biii)	2c	
	Deferred tax liability	3	
	Sources of funds (1c + 2c + 3)	4	
APPLICATION OF FUNDS	Fixed assets		
	a	Gross Block	1a
	b	Depreciation	1b
	c	Net Block (a - b)	1c
	d	Capital work-in-progress	1d
	e	Total (1c + 1d)	1e
	Investments		
	a	Long-term investments	
		i Government and other Securities - Quoted	ai
		ii Government and other Securities - Unquoted	aii
		iii Total (ai + aii)	aiii
	b	Short-term investments	
		i Equity Shares, including share application money	bi
		ii Preference Shares	bii
		iii Debentures	biii
	iv Total (bi + bii + biii)	biv	
c	Total investments (aiii + biv)	2c	
Current assets, loans and advances			
a	Current assets		

NO ACCOUNT CASE	<b>i Inventories</b>			
	A Stores/consumables including packing material	iA		
	B Raw materials	iB		
	C Stock-in-process	iC		
	D Finished Goods/Traded Goods	iD		
	E Total (iA + iB + iC + iD)		iE	
	<b>ii Sundry Debtors</b>			ii
	<b>iii Cash and Bank Balances</b>			
	A Cash-in-hand	iiiA		
	B Balance with banks	iiiB		
	C Total (iiiA + iiiB)		iiiC	
	<b>iv Other Current Assets</b>			iv
	<b>v Total current assets (iE + ii + iiiC + iv)</b>			av
	<b>b Loans and advances</b>			
	i Advances recoverable in cash or in kind or for value to be received	bi		
	ii Deposits, loans and advances to corporates and others	bi		
	iii Balance with Revenue Authorities	bi		
	iv Total (bi + bi + bi)		biv	
	<b>c Total of current assets, loans and advances (av + biv)</b>			3c
	<b>d Current liabilities and provisions</b>			
	<b>i Current liabilities</b>			
	A Sundry Creditors	iA		
	B Liability for Leased Assets	iB		
	C Interest Accrued on above	iC		
	D Interest accrued but not due on loans	iD		
	E Total (iA + iB + iC + iD)		iE	
	<b>ii Provisions</b>			
	A Provision for Income Tax	iiA		
B Provision for Wealth Tax	iiB			
C Provision for Leave encashment/Superannuation/Gratuity	iiC			
D Other Provisions	iiD			
E Total (iiA + iiB + iiC + iiD)		iiE		
<b>iii Total (iE + iiE)</b>			di	
<b>e Net current assets (3c - di)</b>			3e	
a Miscellaneous expenditure not written off or adjusted	4a			
b Deferred tax asset	4b			
c Profit and loss account/ Accumulated balance	4c			
d Total (4a + 4b + 4c)		4d		
<b>Total, application of funds (1e + 2c + 3e + 4d)</b>			5	
<b>In a case where regular books of account of business or profession are not maintained - (furnish the following information as on 31<sup>st</sup> day of March, 2011, in respect of business or profession)</b>				
a Amount of total sundry debtors			6a	
b Amount of total sundry creditors			6b	
c Amount of total stock-in-trade			6c	
d Amount of the cash balance			6d	

<b>Part A-P&amp;L</b>		<b>Profit and Loss Account for the previous year 2010-11 of the proprietary business</b> <i>(fill items 1 to 50 in a case where regular books of accounts are maintained, otherwise fill item 51)</i>	
CREDITS TO PROFIT AND LOSS ACCOUNT	1 Sales/ Gross receipts of business or profession (Net of returns and refunds and duty or tax, if any)	1	
	2 Duties, taxes and cess, received or receivable, in respect of goods and services sold or supplied		
	a Union Excise duties	2a	
	b Service tax	2b	
	c VAT/Sales tax	2c	
d Any other duty, tax and cess	2d		

	e	Total of duties, taxes and cess, received or receivable(2a+2b+2c+2d)	2e
3	Other income		
	a	Rent	3a
	b	Commission	3b
	c	Dividend	3c
	d	Interest	3d
	e	Profit on sale of fixed assets	3e
	f	Profit on sale of investment being securities chargeable to Securities Transaction Tax (STT)	3f
	g	Profit on sale of other investment	3g
	h	Profit on account of currency fluctuation	3h
	i	Agriculture income	3i
	j	Any other income	3j
	k	Total of other income (3a to 3j)	3k
	4	Closing Stock	
5	Total of credits to profit and loss account (1+2e+3k+4)		5
6	Opening Stock		6
7	Purchases (net of refunds and duty or tax, if any)		7
8	Duties and taxes, paid or payable, in respect of goods and services purchased		
	a	Custom duty	8a
	b	Counter valuing duty	8b
	c	Special additional duty	8c
	d	Union excise duty	8d
	e	Service tax	8e
	f	VAT/ Sales tax	8f
	g	Any other tax, paid or payable	8g
	h	Total (8a+8b+8c+8d+8e+8f+8g)	8h
9	Freight		9
10	Consumption of stores and spare parts		10
11	Power and fuel		11
12	Rents		12
13	Repairs to building		13
14	Repairs to machinery		14
15	Compensation to employees		
	a	Salaries and wages	15a
	b	Bonus	15b
	c	Reimbursement of medical expenses	15c
	d	Leave encashment	15d
	e	Leave travel benefits	15e
	f	Contribution to approved superannuation fund	15f
	g	Contribution to recognised provident fund	15g
	h	Contribution to recognised gratuity fund	15h
	i	Contribution to any other fund	15i
	j	Any other benefit to employees in respect of which an expenditure has been incurred	15j
k	Total compensation to employees (15a+15b+15c+15d+15e+15f+15g+15h+15i+15j)		15k
16	Insurance		
	a	Medical Insurance	16a
	b	Life Insurance	16b
	c	Keyman's Insurance	16c
	d	Other Insurance	16d
e	Total expenditure on insurance (16a+16b+16c+16d)		16e
17	Workmen and staff welfare expenses		17
18	Entertainment		18
19	Hospitality		19

DEBITS TO PROFIT AND LOSS ACCOUNT

20	Conference	20	
21	Sales promotion including publicity (other than advertisement)	21	
22	Advertisement	22	
23	Commission	23	
24	Hotel, boarding and Lodging	24	
25	Traveling expenses including foreign traveling	25	
26	Conveyance expenses	26	
27	Telephone expenses	27	
28	Guest House expenses	28	
29	Club expenses	29	
30	Festival celebration expenses	30	
31	Scholarship	31	
32	Gift	32	
33	Donation	33	
34	Rates and taxes, paid or payable to Government or any local body (excluding taxes on income)		
	a Union excise duty	34a	
	b Service tax	34b	
	c VAT/ Sales tax	34c	
	d Cess	34d	
	e Any other rate, tax, duty or cess incl STT Paid	34e	
	f Total rates and taxes paid or payable (34a+34b+34c+34d+34e)	34f	
35	Audit fee	35	
36	Other expenses	36	
37	Bad debts	37	
38	Provision for bad and doubtful debts	38	
39	Other provisions	39	
40	Profit before interest, depreciation and taxes [5 - (6 + 7 + 8b + 9 to 14 + 15k + 16e + 17 to 33 + 34f + 35 to 39)]	40	
41	Interest	41	
42	Depreciation	42	
43	Profit before taxes (40-41-42)	43	
44	Provision for current tax	44	
45	Provision for Deferred Tax	45	
46	Profit after tax (43 - 44 - 45)	46	
47	Balance brought forward from previous year	47	
48	Amount available for appropriation (46 + 47)	48	
49	Transferred to reserves and surplus	49	
50	Balance carried to balance sheet in proprietor's account (48 - 49)	50	
	<b>TAX PROVISIONS AND APPROPRIATIONS</b>		
	<b>NO ACCOUNT CASE</b>		
51	In a case where regular books of account of business or profession are not maintained, furnish the following information for previous year 2010-11 in respect of business or profession		
	a Gross receipts	51a	
	b Gross profit	51b	
	c Expenses	51c	
	d Net profit	51d	

**Part A-01 Other Information** (optional in a case not liable for audit under section 44AB)

OTHER INFORMATION	1	Method of accounting employed in the previous year (Tick) <input checked="" type="checkbox"/> mercantile <input type="checkbox"/> cash	
	2	Is there any change in method of accounting (Tick) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
	3	Effect on the profit because of deviation, if any, in the method of accounting employed in the previous year from accounting standards prescribed under section 145A	3
	4	Method of valuation of closing stock employed in the previous year	
		a Raw Material (if at cost or market rates whichever is less write 1, if at cost write 2, if at market rate write 3)	<input type="checkbox"/>
	b Finished goods (if at cost or market rates whichever is less write 1, if at cost write 2, if at market rate write 3)	<input type="checkbox"/>	
	c Is there any change in stock valuation method (Tick) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		

	d	Effect on the profit or loss because of deviation, if any, from the method of valuation prescribed under section 145A	4d	
5	Amounts not credited to the profit and loss account, being -			
	a	the items falling within the scope of section 28	5a	
	b	the proforma credits, drawbacks, refund of duty of customs or excise or service tax, or refund of sales tax or value added tax, where such credits, drawbacks or refunds are admitted as due by the authorities concerned	5b	
	c	escalation claims accepted during the previous year	5c	
	d	any other item of income	5d	
	e	capital receipt, if any	5e	
	f	Total of amounts not credited to profit and loss account (5a+5b+5c+5d+5e)	5f	
6	Amounts debited to the profit and loss account, to the extent disallowable under section 36:-			
	a	Premiums paid for insurance against risk of damage or destruction of stocks or store	6a	
	b	Premium paid for insurance on the health of employees	6b	
	c	Any sum paid to an employee as bonus or commission for services rendered, where such sum was otherwise payable to him as profits or dividend.	6c	
	d	Any amount of interest paid in respect of borrowed capital	6d	
	e	Amount of discount on a zero-coupon bond	6e	
	f	Amount of contributions to a recognised provident fund	6f	
	g	Amount of contributions to an approved superannuation fund	6g	
	h	Amount of contributions to an approved gratuity fund	6h	
	i	Amount of contributions to any other fund	6i	
	j	Amount of bad and doubtful debts	6j	
	k	Provision for bad and doubtful debts	6k	
	l	Amount transferred to any special reserve	6l	
	m	Expenditure for the purposes of promoting family planning amongst employees	6m	
	n	Any sum received from employees as contribution to any provident fund or superannuation fund or any fund set up under ESI Act or any other fund for the welfare of employees to the extent credited to the employees account on or before the due date	6n	
	o	Any other disallowance	6o	
	p	Total amount disallowable under section 36 (total of 6a to 6o)	6p	
7	Amounts debited to the profit and loss account, to the extent disallowable under section 37			
	a	Expenditure of personal nature;	7a	
	b	Expenditure on advertisement in any souvenir, brochure, tract, pamphlet or the like, published by a political party;	7b	
	c	Expenditure by way of penalty or fine for violation of any law for the time being in force;	7c	
	d	Any other penalty or fine;	7d	
	e	Expenditure incurred for any purpose which is an offence or which is prohibited by law;	7e	
	f	Amount of any liability of a contingent nature	7f	
	g	Amount of expenditure in relation to income which does not form part of total income	7g	
	h	Any other amount not allowable under section 37	7h	
	i	Total amount disallowable under section 37 (total of 7a to 7h)	7i	
8	A. Amounts debited to the profit and loss account, to the extent disallowable under section 40			
	a	Amount disallowable under section 40 (a)(i), 40(a)(ia) and 40(a)(iii) on account of non-compliance with the provisions of Chapter XVII-B	Aa	
	b	Amount paid as fringe benefit tax	Ab	
	c	Amount of tax or rate levied or assessed on the basis of profits	Ac	
	d	Amount paid as wealth tax	Ad	

	e	Amount of interest, salary, bonus, commission or remuneration paid to any partner or member	Ae		
	f	Any other disallowance	Af		
	ii	Total amount disallowable under section 40 (total of Aa to Af)		8Ag	
	B.	Any amount disallowed under section 40 in any preceding previous year but allowable during the previous year		8B	
9		Amounts debited to the profit and loss account, to the extent disallowable under section 40A			
	a	Amounts paid to persons specified in section 40A(2)(b)	9a		
	b	Amount in excess of twenty thousand rupees paid to a person in a day otherwise than by account payee cheque or account payee bank draft under section 40A(3) - 100% disallowable	9b		
	c	Provision for payment of gratuity	9c		
	d	Any sum paid by the assessee as an employer for setting up or as contribution to any fund, trust, company, AOP, or BOI or society or any other institution;	9d		
	e	Any other disallowance	9e		
	f	Total amount disallowable under section 40A (total of 9a to 9e)		9f	
10		Any amount disallowed under section 43B in any preceding previous year but allowable during the previous year			
	ii	Any sum in the nature of tax, duty, cess or fee under any law	10a		
	b	Any sum payable by way of contribution to any provident fund or superannuation fund or gratuity fund or any other fund for the welfare of employees	10b		
	c	Any sum payable to an employee as bonus or commission for services rendered	10c		
	d	Any sum payable as interest on any loan or borrowing from any public financial institution or a State financial corporation or a State Industrial investment corporation	10d		
	e	Any sum payable as interest on any loan or borrowing from any scheduled bank	10e		
	f	Any sum payable towards leave encashment	10f		
	g	Total amount allowable under section 43B (total of 10a to 10f)		10g	
11		Any amount debited to profit and loss account of the previous year but disallowable under section 43B:-			
	a	Any sum in the nature of tax, duty, cess or fee under any law	11a		
	b	Any sum payable by way of contribution to any provident fund or superannuation fund or gratuity fund or any other fund for the welfare of employees	11b		
	c	Any sum payable to an employee as bonus or commission for services rendered	11c		
	d	Any sum payable as interest on any loan or borrowing from any public financial institution or a State financial corporation or a State Industrial investment corporation	11d		
	e	Any sum payable as interest on any loan or borrowing from any scheduled bank	11e		
	f	Any sum payable towards leave encashment	11f		
	g	Total amount disallowable under Section 43B (total of 11a to 11f)		11g	
12		Amount of credit outstanding in the accounts in respect of			
	a	Union Excise Duty	12a		
	b	Service tax	12b		
	c	VAT/sales tax	12c		
	d	Any other tax	12d		
	e	Total amount outstanding (total of 12a to 12d)		12e	
13		Amounts deemed to be profits and gains under section 33AB or 33ABA or 33AC		13	
14		Any amount of profit chargeable to tax under section 41		14	
15		Amount of income or expenditure of prior period credited or debited to the profit and loss account (net)		15	

**Part A - QD** Quantitative details (optional in a case not liable for audit under section 44AB)

☞ (a) In the case of a trading concern

	1	Opening stock	1
	2	Purchase during the previous year	2
	3	Sales during the previous year	3
	4	Closing stock	4
	5	Shortage/ excess, if any	5
<b>(b) In the case of a manufacturing concern</b>			
	6	Raw materials	
	a	Opening stock	6a
	b	Purchases during the previous year	6b
	c	Consumption during the previous year	6c
	d	Sales during the previous year	6d
	e	Closing stock	6e
	f	Yield finished products	6f
	g	Percentage of yield	6g
	h	Shortage/ excess, if any	6h
	7	Finished products/ By-products	
	a	opening stock	7a
	b	purchase during the previous year	7b
	c	quantity manufactured during the previous year	7c
	d	sales during the previous year	7d
	e	closing stock	7e
	f	shortage/ excess, if any	7f

**Part B - TI** Computation of total income

TOTAL INCOME	1	Salaries (6 of Schedule S)	1
	2	Income from house property (4c of Schedule-HP) (enter nil if loss)	2
	3	Profits and gains from business or profession	
	i	Profit and gains from business other than speculative business (A7 of Schedule-BP)	3i
	ii	Profit and gains from speculative business (B4 of Schedule-BP) (enter nil if loss)	3ii
	iii	Total (3i + 3ii) (enter nil if 3ii is a loss)	3iii
	4	Capital gains	
	a	Short term	
	i	Short-term (under section 111A) (A7 of Schedule-CG) (enter nil if loss)	4ai
	ii	Short-term (others) (A8 of Schedule-CG)	4aii
	iii	Total short-term (4ai + 4aii)	4aiii
	b	Long-term (B6 of Schedule-CG) (enter nil if loss)	4b
	c	Total capital gains (4aiii + 4b) (enter nil if 4c is a loss)	4c
	5	Income from other sources	
	a	From sources other than from owning race horses (3 of Schedule OS) (enter nil if loss)	5a
b	From owning race horses (4c of Schedule OS) (enter nil if loss)	5b	
c	Total (5a + 5b)	5c	
6	Total (1 + 2 + 3iii + 4c + 5c)	6	
7	Losses of current year to be set off against 6 (total of 2vi, 3vi and 4vi of Schedule CYLA)	7	
8	Balance after set off current year losses (6 - 7)	8	
9	Brought forward losses to be set off against 6 (total of 2vii, 3vii and 4vii of Schedule BFLA)	9	
10	Gross Total income (8-9) (also 5viii of Schedule BFLA)	10	
11	Deductions under Chapter VI-A (i) of Schedule VIA)	11	
12	Total income (10 - 11)	12	
13	Net agricultural income/ any other income for rate purpose (4 of Schedule ED)	13	
14	'Aggregate income' (12 + 13)	14	
15	Losses of current year to be carried forward (total of xi of CFL)	15	

**Part B - TII** Computation of tax liability on total income

COMPUTATION OF TAX LIABILITY	<b>1 Tax payable on total income</b>		
	a Tax at normal rates	1a	
	b Tax at special rates (11 of Schedule 5I)	1b	
	<b>2 Tax Payable on Total Income (1a + 1b)</b>		2
	<b>3 Education cess, including secondary and higher education cess on (2+3)</b>		3
	<b>4 Gross tax liability (2 + 3)</b>		4
	<b>5 Tax relief</b>		
	a Section 89	5a	
	b Section 90	5b	
	c Section 91	5c	
<b>d Total (5a + 5b + 5c)</b>		5d	
<b>6 Net tax liability (4 - 5d)</b>		6	
TAXES PAID	<b>7 Interest payable</b>		
	a For default in furnishing the return (section 234A)	7a	
	b For default in payment of advance tax (section 234B)	7b	
	c For deferment of advance tax (section 234C)	7c	
	<b>d Total Interest Payable (7a+7b+7c)</b>		7d
<b>8 Aggregate liability (6 + 7d)</b>		8	
TAXES PAID	<b>9 Taxes Paid</b>		
	a Advance Tax (from Schedule IT)	9a	
	b TDS (total of column 7 of Schedule-TDS1 and column 7 of Schedule-TDS2)	9b	
	c TCS (column 7 of Schedule-TCS)	9c	
	d Self Assessment Tax (from Schedule-IT)	9d	
<b>e Total Taxes Paid (9a+9b+9c + 9d)</b>		9e	
<b>10 Amount payable (Enter if 8 is greater than 9e, else enter 0)</b>		10	
<b>11 Refund (If 9e is greater than 8)</b>		11	
REFUND	<b>12 Enter your bank account number (mandatory in all cases)</b>		
	<b>13 Do you want your refund by <input type="checkbox"/> cheque, or <input type="checkbox"/> deposited directly into your bank account? (tick as applicable #)</b>		
	<b>14 Give additional details of your bank account</b>		
	MICR Code	Type of Account (tick as applicable #) <input type="checkbox"/> Savings <input type="checkbox"/> Current	

**VERIFICATION**

I, \_\_\_\_\_ son/ daughter of \_\_\_\_\_, holding permanent account number \_\_\_\_\_, solemnly declare that to the best of my knowledge and belief, the information given in the return and schedules thereto is correct and complete and that the amount of total income and other particulars shown therein are truly stated and are in accordance with the provisions of the Income-tax Act, 1961, in respect of income chargeable to Income-tax for the previous year relevant to the Assessment Year 2011-12.

Place \_\_\_\_\_ Date \_\_\_\_\_ Sign here → \_\_\_\_\_

**15** If the return has been prepared by a Tax Return Preparer (TRP) give further details below:

Identification No. of TRP	Name of TRP	Counter Signature of TRP
_____	_____	_____
If TRP is entitled for any reimbursement from the Government, amount thereof.....		<b>16</b>
_____		_____

**Schedule S Details of Income from Salary**

Name of Employer		PAN of Employer (optional)	
Address of employer		Town/City	State
		Pin code	
SALARIES	<b>1 Salary (Excluding all exempt/non-exempt allowances, perquisites &amp; profit in lieu of salary as they are shown separately below)</b>	<b>1</b>	
	<b>2 Allowances exempt under section 10 (Not to be included in 6 below)</b>	<b>2</b>	
	<b>3 Allowances not exempt (refer Form 16 from employer)</b>	<b>3</b>	
	<b>4 Value of perquisites (refer Form 16 from employer)</b>	<b>4</b>	
	<b>5 Profits in lieu of salary (refer Form 16 from employer)</b>	<b>5</b>	
	<b>6 Income chargeable under the Head 'Salaries' (1+3+4+5)</b>	<b>6</b>	

**Schedule HP Details of Income from House Property (Please refer to instructions)**

<b>1</b> Address of property 1	Town/ City	State	PIN Code
_____	_____	_____	_____



1	(Tick) <input type="checkbox"/> if let out <input type="checkbox"/>			Name of Tenant				PAN of Tenant (optional)							
	a Annual lettable value <sup>1</sup> rent received or receivable (higher if let out for whole of the year, lower if let out for part of the year)						1a								
	b The amount of rent which cannot be realized						1b								
	c Tax paid to local authorities						1c								
	d Total (1b + 1c)						1d								
	e Balance (1a - 1d)						1e								
	f 30% of 1e						1f								
	g Interest payable on borrowed capital						1g								
	h Total (1f + 1g)						1h								
	i Income from house property 1 (1e - 1h)						1i								
2 Address of property 2				Town/ City				State				PIN Code			
2	(Tick) <input type="checkbox"/> if let out <input type="checkbox"/>			Name of Tenant				PAN of Tenant (optional)							
	a Annual lettable value <sup>1</sup> rent received or receivable (higher if let out for whole of the year, lower if let out for part of the year)						2a								
	b The amount of rent which cannot be realized						2b								
	c Tax paid to local authorities						2c								
	d Total (2b + 2c)						2d								
	e Balance (2a - 2d)						2e								
	f 30% of 2e						2f								
	g Interest payable on borrowed capital						2g								
	h Total (2f + 2g)						2h								
	i Income from house property 2 (2e - 2h)						2i								
3 Address of property 3				Town/ City				State				PIN Code			
3	(Tick) <input type="checkbox"/> if let out <input type="checkbox"/>			Name of Tenant				PAN of Tenant (optional)							
	a Annual lettable value <sup>1</sup> rent received or receivable (higher if let out for whole of the year, lower if let out for part of the year)						3a								
	b The amount of rent which cannot be realized						3b								
	c Tax paid to local authorities						3c								
	d Total (3b + 3c)						3d								
	e Balance (3a - 3d)						3e								
	f 30% of 3e						3f								
	g Interest payable on borrowed capital						3g								
	h Total (3f + 3g)						3h								
	i Income from house property 3 (3e - 3h)						3i								
4 Income under the head "Income from house property"															
a Rent of earlier years realized under section 25A/AA						4a									
b Arrears of rent received during the year under section 25B after deducting 30%						4b									
c Total (4a + 4b + 1i + 2i + 3i)						4c									

**NOTE** ▶ Please include the income of the specified persons referred to in Schedule SP1 while computing the income under this head

**Schedule BP** Computation of income from business or profession

INCOME FROM BUSINESS OR PROFESSION	<b>A</b> From business or profession other than speculative business											
	1 Profit before tax as per profit and loss account (item 43 or item 51d of Part A-P&L)						1					
	2 Net profit or loss from speculative business included in 1						2					
	3 Income/ receipts credited to profit and loss account considered under other heads of income						3					
	4 Profit or loss included in 1, which is referred to in section 44AD/44AE/44AF/44B/44BB/44C/44CA/44D/44DA Chapter-XII-G/ First Schedule of Income-tax Act						4					
	5 Income credited to Profit and Loss account (included in 1) which is exempt											
	a share of income from firm(s)						5a					
	b Share of income from AOP/ BOI						5b					
	c Any other exempt income						5c					
	d Total exempt income						5d					
6 Balance (1 - 2 - 3 - 4 - 5d)						6						

7	Expenses debited to profit and loss account considered under other heads of income	7		
8	Expenses debited to profit and loss account which relate to exempt income	8		
9	Total (7 + 8)	9		
10	Adjusted profit or loss (6+9)		10	
11	Depreciation debited to profit and loss account included in 9		11	
12	Depreciation allowable under Income-tax Act			
	i Depreciation allowable under section 32(1)(ii) (column 5 of Schedule-DEP)	12i		
	ii Depreciation allowable under section 32(1)(i) (Make your own computation refer Appendix-IA of IT Rules)	12ii		
	iii Total (12i + 12ii)		12iii	
13	Profit or loss after adjustment for depreciation (10 + 11 - 12iii)		13	
14	Amounts debited to the profit and loss account, to the extent disallowable under section 36 (6p of Part-OI)	14		
15	Amounts debited to the profit and loss account, to the extent disallowable under section 37 (7i of Part-OI)	15		
16	Amounts debited to the profit and loss account, to the extent disallowable under section 40 (8Ag of Part-OI)	16		
17	Amounts debited to the profit and loss account, to the extent disallowable under section 40A (9f of Part-OI)	17		
18	Any amount debited to profit and loss account of the previous year but disallowable under section 43B (11g of Part-OI)	18		
19	Interest disallowable under section 23 of the Micro, Small and Medium Enterprises Development Act, 2006	19		
20	Deemed income under section 41	20		
21	Deemed income under section 33AB/33ABA/33ABB/72A/80HHH/80-1A	21		
22	Any other item or items of addition under section 28 to 44DA	22		
23	Any other income (including income from salary, commission, bonus and interest from firms in which an individual/ HUF/ Prop. concern is a partner) not included in profit and loss	23		
24	Total (14 + 15 + 16 + 17 + 18 + 19 + 20 + 21 + 22 + 23)		24	
25	Deduction allowable under section 32(1)(iii)	25		
26	Amount of deduction under section 35 in excess of the amount debited to profit and loss account (new viii) of Schedule-ESR)	26		
27	Any amount disallowed under section 40 in any preceding previous year but allowable during the previous year (8B of Part-OI)	27		
28	Any amount disallowed under section 43B in any preceding previous year but allowable during the previous year (10g of Part-OI)	28		
29	Deduction under section 56A			
	a Amount, if any, debited to profit and loss account	29a		
	b Amount allowable as deduction	29b		
	c Excess amount allowable as deduction (29b - 29a)	29c		
30	Any other amount allowable as deduction	30		
31	Total (25 + 26 + 27 + 28 + 29c + 30)		31	
32	Income (13 + 24 - 31)		32	
33	Profits and gains of business or profession deemed to be under -			
	i Section 44AD	33i		
	ii Section 44AE	33ii		
	iii Section 44AF	33iii		
	iv Section 44B	33iv		
	v Section 44BB	33v		
	vi Section 44BBA	33vi		
	vii Section 44BBB	33vii		
	viii Section 44D	33viii		

	ix Section 44DA	33ix	
	x Chapter-XII-G	33x	
	xi First Schedule of Income-tax Act	33xi	
	xii Total (33i to 33xi)		33xii
34	Profit or loss before deduction under section 10A/10AA/10B/10BA (32 + 33xii)		34
35	Deductions under section-		
	i 10A (if of Schedule-10A)	35i	
	ii 10AA (if of Schedule-10AA)	35ii	
	iii 10B (if of Schedule-10B)	35iii	
	iv 10BA (if of Schedule-10BA)	35iv	
	v Total (35i + 35ii + 35iii + 35iv)		35v
36	Net profit or loss from business or profession other than speculative business (34 – 35v)		36
37	Net Profit or loss from business or profession (same as above in 36 except in case of special business, after applying rule 7A, 7B or 7C)		A37
B	Computation of income from speculative business		
38	Net profit or loss from speculative business as per profit or loss account		38
39	Additions in accordance with section 28 to 44DA		39
40	Deductions in accordance with section 28 to 44DA		40
41	Profit or loss from speculative business (38+39-40)		B41
C	Income chargeable under the head 'Profits and gains' (A37+B41)		C

**NOTE** ▶ Please include the income of the specified persons referred to in Schedule SPI while computing the income under this head

**Schedule DPM Depreciation on Plant and Machinery**

1	Block of assets	Plant and machinery						
		15	30	40	50	60	80	100
2	Rate (%)	(i)	(ii)	(iii)	(iv)	(v)	(vi)	(vii)
3	Written down value on the first day of previous year							
4	Additions for a period of 180 days or more in the previous year							
5	Consideration or other realization during the previous year out of 3 or 4							
6	Amount on which depreciation at full rate to be allowed (3 + 4 - 5) (enter 0, if result is negative)							
7	Additions for a period of less than 180 days in the previous year							
8	Consideration or other realizations during the year out of 7							
9	Amount on which depreciation at half rate to be allowed (7-8) (enter 0, if result is negative)							
10	Depreciation on 6 at full rate							
11	Depreciation on 9 at half rate							
12	Additional depreciation, if any, on 4							
13	Additional depreciation, if any, on 7							
14	Total depreciation* (10+11+12+13)							
15	Expenditure incurred in connection with transfer of asset/ assets							
16	Capital gains/ loss under section 50* (5 + 8 - 3 - 4 - 7 - 15) (enter negative only if block ceases to exist)							
17	Written down value on the last day of previous year* (6+ 9 -14) (enter 0 if result is negative)							

**Schedule DOA Depreciation on other assets**

1	Block of assets	Building		Furniture and fittings	Intangible assets	Ships
		5	10	100	10	25
2	Rate (%)	(i)	(ii)	(iii)	(iv)	(v)
3	Written down value on the first day of previous year					

4	Additions for a period of 180 days or more in the previous year						
5	Consideration or other realization during the previous year out of 3 or 4						
6	Amount on which depreciation at full rate to be allowed (3 + 4 -5) (enter 0, if result is negative)						
7	Additions for a period of less than 180 days in the previous year						
8	Consideration or other realizations during the year out of 7						
9	Amount on which depreciation at half rate to be allowed (7-8) (enter 0, if result is negative)						
10	Depreciation on 6 at full rate						
11	Depreciation on 9 at half rate						
12	Additional depreciation, if any, on 4						
13	Additional depreciation, if any, on 7						
14	Total depreciation* (10+11+12+13)						
15	Expenditure incurred in connection with transfer of asset/ assets						
16	Capital gains/ loss under section 50* (5 + 8 -3-4 -7 -15) (enter negative only if block ceases to exist)						
17	Written down value on the last day of previous year* (6+ 9 -14) (enter 0 if result is negative)						

**Schedule DEP** Summary of depreciation on assets

SUMMARY OF DEPRECIATION ON ASSETS	<b>1</b>	<b>Plant and machinery</b>			
		a	Block entitled for depreciation @ 15 per cent (Schedule DPM - 14 i)	1a	
		b	Block entitled for depreciation @ 30 per cent (Schedule DPM - 14 ii)	1b	
		c	Block entitled for depreciation @ 40 per cent (Schedule DPM - 14 iii)	1c	
		d	Block entitled for depreciation @ 50 per cent (Schedule DPM - 14 iv)	1d	
		e	Block entitled for depreciation @ 60 per cent (Schedule DPM - 14 v)	1e	
		f	Block entitled for depreciation @ 80 per cent (Schedule DPM - 14 vi)	1f	
		g	Block entitled for depreciation @ 100 per cent (Schedule DPM - 14 vii)	1g	
		h	Total depreciation on plant and machinery ( 1a + 1b + 1c + 1d+ 1e + 1f + 1g )	1h	
		<b>2</b>	<b>Building</b>		
		a	Block entitled for depreciation @ 5 per cent (Schedule DOA- 14i)	2a	
		b	Block entitled for depreciation @ 10 per cent (Schedule DOA- 14ii)	2b	
		c	Block entitled for depreciation @ 100 per cent (Schedule DOA- 14iii)	2c	
		d	Total depreciation on building (total of 2a + 2b + 2c)	2d	
		<b>3</b>	<b>Furniture and fittings (Schedule DOA- 14 iv)</b>	<b>3</b>	
		<b>4</b>	<b>Intangible assets (Schedule DOA- 14 v)</b>	<b>4</b>	
		<b>5</b>	<b>Ships (Schedule DOA- 14 vi)</b>	<b>5</b>	
	<b>6</b>	<b>Total depreciation ( 1h+2d+3+4+5)</b>	<b>6</b>		

**Schedule DCG** Deemed Capital Gains on sale of depreciable assets

SUMMARY OF DEPRECIATION ON ASSETS	<b>1</b>	<b>Plant and machinery</b>		
		a	Block entitled for depreciation @ 15 per cent (Schedule DPM - 16i)	1a
		b	Block entitled for depreciation @ 30 per cent (Schedule DPM - 16ii)	1b
		c	Block entitled for depreciation @ 40 per cent (Schedule DPM - 16iii)	1c
		d	Block entitled for depreciation @ 50 per cent (Schedule DPM - 16iv)	1d

	<b>a</b> Block entitled for depreciation @ 60 per cent (Schedule DPM - 16v)	<b>1c</b>		
	<b>f</b> Block entitled for depreciation @ 80 per cent (Schedule DPM - 16vi)	<b>1f</b>		
	<b>g</b> Block entitled for depreciation @ 100 per cent (Schedule DPM - 16vii)	<b>1g</b>		
	<b>h</b> Total ( 1a + 1b + 1c + 1d + 1e + 1f + 1g)		<b>1h</b>	
<b>2</b>	<b>Building</b>			
	<b>a</b> Block entitled for depreciation @ 5 per cent (Schedule DOA- 16i)	<b>2a</b>		
	<b>b</b> Block entitled for depreciation @ 10 per cent (Schedule DOA- 16ii)	<b>2b</b>		
	<b>c</b> Block entitled for depreciation @ 100 per cent (Schedule DOA- 16iii)	<b>2c</b>		
	<b>d</b> Total ( 2a + 2b + 2c)		<b>2d</b>	
<b>3</b>	<b>Furniture and fittings</b> ( Schedule DOA- 16iv)			<b>3</b>
<b>4</b>	<b>Intangible assets</b> (Schedule DOA- 16v)			<b>4</b>
<b>5</b>	<b>Ships</b> (Schedule DOA- 16vi)			<b>5</b>
<b>6</b>	<b>Total</b> ( 1h+2d+3+4+5)			<b>6</b>

Schedule ESR		Deduction under section 35			
Sl No	Expenditure of the nature referred to in section (1)	Amount, if any, debited to profit and loss account (2)	Amount of deduction allowable (3)	Amount of deduction in excess of the amount debited to profit and loss account (4) = (3) - (2)	
i	35(1)(i)				
ii	35(1)(ii)				
iii	35(1)(iii)				
iv	35(1)(iv)				
v	35(2AA)				
vi	35(2AB)				
vii	total				

Schedule CG		Capital Gains		
CAPITAL GAINS	<b>A</b> Short-term capital gain			
	<b>1</b> From slump sale			
		<b>a</b> Full value of consideration	<b>1a</b>	
		<b>b</b> Net worth of the under taking or division	<b>1b</b>	
		<b>c</b> Short term capital gains from slump sale	<b>1c</b>	
		<b>d</b> Deduction under sections 54B/54D	<b>1d</b>	
		<b>e</b> Net short term capital gains from slump sale (1c - 1d)		<b>1e</b>
	<b>2</b>	<b>From assets in case of non-resident to which first proviso to section 48 is applicable</b>		
				<b>2</b>
	<b>3</b>	<b>From assets in the case of others</b>		
		<b>a</b> Full value of consideration	<b>3a</b>	
		<b>b</b> Deductions under section 48		
		<b>i</b> Cost of acquisition	<b>bi</b>	
		<b>ii</b> Cost of Improvement	<b>bii</b>	
		<b>iii</b> Expenditure on transfer	<b>biii</b>	
		<b>iv</b> Total ( bi + bii + biii)	<b>biv</b>	
		<b>c</b> Balance (3a - biv)		<b>3c</b>
		<b>d</b> Loss, if any, to be ignored under section 94(7) or 94(8) (enter positive values only)	<b>3d</b>	
	<b>e</b> Deduction under section 54B/54D	<b>3e</b>		
	<b>f</b> Short-term capital gain (3c - 3d - 3e)		<b>3f</b>	
<b>4</b>	<b>Deemed short capital gain on depreciable assets (6 of Schedule-DCG)</b>			
			<b>4</b>	
<b>5</b>	<b>Amount deemed to be short term capital gains under sections 54B/54D/54FC/ 54FD/54G/ 54GA</b>			
			<b>5</b>	
<b>6</b>	<b>Total short term capital gain (1e + 2 + 3f + 4 + 5)</b>			
			<b>6</b>	
<b>7</b>	<b>Short term capital gain under section 111A included in 6</b>			
			<b>7</b>	
<b>8</b>	<b>Short term capital gain other than referred to in section 111A (6 - 7)</b>			
			<b>8</b>	
<b>B</b>	<b>Long term capital gain</b>			
	<b>1</b> From slump sale			
		<b>a</b> Full value of consideration	<b>1a</b>	
		<b>b</b> Net worth of the under taking or division	<b>1b</b>	
		<b>c</b> Long term capital gains from slump sale	<b>1c</b>	

	d Deduction under sections 54/54B/54D/54EC/54F/54G/54GA	1d			
	e Net long term capital gain from slump sale (1c - 1d)				1e
2	Asset in case of non-resident to which first proviso to section 48 applicable				2
3	Asset in the case of others where proviso under section 112(1) is not exercised				
	a Full value of consideration	3a			
	b Deductions under section 48				
	i Cost of acquisition after indexation	bi			
	ii Cost of improvement after indexation	bii			
	iii Expenditure on transfer	biii			
	iv Total (bi + bii + biii)	biv			
	c Balance (3a - biv)	3c			
	d Deduction under sections 54/54B/54D/54EC/54F/54G/54GA	3d			
	e Net balance (3c - 3d)				3e
4	Asset in the case of others where proviso under section 112(1) is exercised				
	a Full value of consideration	4a			
	b Deductions under section 48				
	i Cost of acquisition without indexation	bi			
	ii Cost of improvement without indexation	bii			
	iii Expenditure on transfer	biii			
	iv Total (bi + bii + biii)	biv			
	c Balance (4a - biv)	4c			
	d Deduction under sections 54/54B/54D/54EC/54F/54G/54GA	4d			
	e Net balance				4e
5	Amount deemed to be long term capital gains under sections 54/54B/54D/54EC/ 54ED/54F/54G/54GA				5
	a Total long term capital gain (1e (enter nil if loss) + 2 + 3e (enter nil if loss) + 4e (enter nil if loss) + 5)				B6
C	Income chargeable under the head "CAPITAL GAINS" (A6 + B6) (enter B6 as nil, if loss)				C
D	Information about accrual/receipt of capital gain				
	Date	Upto 15/9 (i)	16/9 to 15/12 (ii)	16/12 to 15/3 (iii)	16/3 to 31/3 (iv)
1	Long-term where proviso under section 112(1) is applicable (Without Indexation)- Code in SI Schedule is 22, Tax Rate is 10%; Enter only positive value from Item B-4 of Schedule CG AFTER loss adjustment under this category in Schedule CYLA and RFLA, if any.				
2	Long-term where proviso under section 112(1) is NOT applicable (With Indexation)- Code in SI Schedule is 21, Tax Rate is 20%; Enter only positive value from Item B-4(b) of Schedule CG AFTER loss adjustment under this category in Schedule CYLA and RFLA, if any.				
3	Short-term under 111A- Code in SI Schedule is 1A, Tax Rate is 15%; Enter only positive value from Item A7 of Schedule CG AFTER loss adjustment under this category in Schedule CYLA and RFLA, if any.				
4	Short-term OTHERS- Taxed at normal rates; Enter only positive value from Item A8 of Schedule CG AFTER loss adjustment under this category in Schedule CYLA and RFLA, if any.				

**NOTE** ▶ Please include the income of the specified persons referred to in Schedule 59I while computing the income under this head

**Schedule OS Income from other sources**

OTHER SOURCES	1	Income other than from owning race horses:-			
		a Dividends, Gross	1a		
		b Interest, Gross	1b		
		c Rental income from machinery, plants, buildings,			
		d Others, Gross (excluding income from owning race horses)	1d		
		e Total (1a + 1b + 1c + 1d)			1e
		f Deductions under section 57:-			
		i Expenses / Deductions	fi		
		ii Depreciation	fii		
		iii Total	fiiii		
	g Balance (1e - fiiii)			1g	
2	Winnings from lotteries, crossword puzzles, races, etc.				2

3	Income from other sources (other than from owning race horses) (1g + 2) (enter 1g as nil if loss)	3
4	Income from owning and maintaining race horses	
	a Receipts	4a
	b Deductions under section 57 in relation to (4)	4b
	c Balance (2a - 2b)	4c
5	Income chargeable under the head "Income from other sources" (3 + 4c) (enter 4c as nil if loss and take 4c loss figure to Schedule CFL)	5

**NOTE** ▶ Please include the income of the specified persons referred to in Schedule SPI while computing the income under this head.

**Schedule CYLA** Details of Income after set-off of current years losses

Sl.No	Head/ Source of Income	Income of current year (Fill this column only if income is zero or positive)	House property loss of the current year set off	Business Loss (other than speculation loss) of the current year set off	Other sources loss (other than loss from race horses) of the current year set off	Current year's Income remaining after set off
			Total loss (4c of Schedule -HP)	Total loss (A37 of Schedule-BP)	Total loss (J of Schedule-OS)	
		1	2	3	4	5=1-2-3-4
CURRENT YEAR LOSS ADJUSTMENT						
	Loss to be adjusted ->					
i	Salaries					
ii	House property					
iii	Business (including speculation profit)					
iv	Short-term capital gain					
v	Long term capital gain					
vi	Other sources (incl. profit from owning race horses but excluding winnings from lottery)					
vii	Total loss set off					
viii	Loss remaining after set-off					

**Schedule BFLA** Details of Income after Set off of Brought Forward Losses of earlier years

Sl. No.	Head/ Source of Income	Income after set off, if any, of current year's losses as per 5 of Schedule CYLA)	Brought forward loss set off	Brought forward depreciation set off	Brought forward allowance under section 35(4) set off	Current year's Income remaining after set off
		1	2	3	4	5
i	House property					
ii	Business (including speculation profit)					
iii	Short-term capital gain					
iv	Long-term capital gain					
v	Other sources (incl. profit from owning race horses but excluding winnings from lottery)					
vi	Total of brought forward loss set off					
vii	Current year's income remaining after set off Total (i5 + ii5 + iii5 + iv5 + v5)					

**Schedule CFL** Details of Losses to be carried forward to future years

Sl. No.	Assessment Year	Date of Filing (DD/MM/YYYY)	House property loss	Loss from business other than loss from speculative business including unabsorbed depreciation allowance u/s 35(4)	Loss from speculative business including unabsorbed depreciation allowance u/s 35(4)	Short-term capital loss	Long-term Capital loss	Other sources loss (from owning race horses)
i	2003-04							
ii	2004-05							
iii	2005-06							
iv	2006-07							
v	2007-08							
vi	2008-09							
vii	2009-10							
viii	2010-11							
ix	Total of earlier year losses							

ix	Adjustment of above losses in Schedule BFLA (see instruction)						
xi	2011-12 (Current year losses)						
xii	Total loss Carried Forward to future years						

Schedule 10A		Deduction under section 10A		
DEDUCTIONS US 10A	<b>1 Deduction in respect of units located in Software Technology Park</b>			
	a	Undertaking No.1	1a	
	b	Undertaking No.2	1b	
	c	Undertaking No.3	1c	
	d	Undertaking No.4	1d	
	e	Undertaking No.5	1e	
	f	Total (1a + 1b+ 1c + 1d + 1e)		1f
	<b>2 Deductions in respect of units located in Electronic Hardware Technology Park</b>			
	a	Undertaking No.1	2a	
	b	Undertaking No.2	2b	
	c	Undertaking No.3	2c	
	d	Total (2a + 2b+ 2c)		2d
	<b>3 Deductions in respect of units located in Free Trade Zone</b>			
	a	Undertaking No.1	3a	
	b	Undertaking No.2	3b	
	c	Undertaking No.3	3c	
	d	Total (3a + 3b+ 3c)		3d
	<b>4 Deductions in respect of units located in Export Processing Zone</b>			
	a	Undertaking No.1	4a	
	b	Undertaking No.2	4b	
c	Undertaking No.3	4c		
d	Total (4a + 4b+ 4c)		4d	
<b>5 Deductions in respect of units located in Special Economic Zone</b>				
a	Undertaking No.1	5a		
b	Undertaking No.2	5b		
c	Undertaking No.3	5c		
d	Total (5a + 5b+ 5c)		5d	
e	Total deduction under section 10A (1f + 2d + 3d + 4d + 5d)		e	

Schedule 10AA		Deduction under section 10AA		
DEDUCTIONS U/S 10AA	<b>Deductions in respect of units located in Special Economic Zone</b>			
	a	Undertaking No.1	a	
	b	Undertaking No.2	b	
	c	Undertaking No.3	c	
	d	Total (a + b + c)		d

Schedule 10B		Deduction under section 10B		
DEDUCTIONS US 10B	<b>Deduction in respect of hundred percent Export Oriented units</b>			
	a	Undertaking No.1	a	
	b	Undertaking No.2	b	
	c	Undertaking No.3	c	
	d	Undertaking No.4	d	
	e	Undertaking No.5	e	
	f	Total (a + b + c + d + e)		f

Schedule 10BA		Deduction under section 10BA		
DEDUCTIONS US 10BA	<b>Deduction in respect of exports of handmade wooden articles</b>			
	a	Undertaking No.1	a	
	b	Undertaking No.2	b	
	c	Undertaking No.3	c	
	d	Undertaking No.4	d	
	e	Undertaking No.5	e	
	f	Total (a + b + c + d + e)		f



Schedule 80G		Details of donations entitled for deduction under section 80G		
DETAILS OF DONATIONS	<b>A Donations entitled for 100% deduction</b>			
		Name and address of donee		Amount of donation
	i			AI
	ii			AII
	iii			AIII
	iv			AIv
	v			Av
	vi	Total		Avi
	<b>B Donations entitled for 50% deduction where donee not required to be approved under section 80G(5) (vi)</b>			
		Name and address of donee		Amount of donation
	i			BI
	ii			BII
	iii			BIII
	iv			BIV
	v			Bv
	vi	Total		Bvi
	<b>C Donations entitled for 50% deduction where donee is required to be approved under section 80G(5) (vi)</b>			
		Name and address of donee	PAN of donee	Amount of donation
	i			CI
ii			CII	
iii			CIII	
iv			CIv	
v			Cv	
vi	Total		Cvi	
<b>D Total donations (Avi + Bvi + Cvi)</b>				
			D	

Schedule 80-IA		Deductions under section 80-IA		
DEDUCTIONS US 80-IA	a	Deduction in respect of profits of an enterprise referred to in section 80-IA(4)(i) [Infrastructure facility]	a	
	b	Deduction in respect of profits of an undertaking referred to in section 80-IA(4)(ii) [Telecommunication services]	b	
	c	Deduction in respect of profits of an undertaking referred to in section 80-IA(4)(iii) [Industrial park and SEZs]	c	
	d	Deduction in respect of profits of an undertaking referred to in section 80-IA(4)(iv) [Power]	d	
	e	Deduction in respect of profits of an undertaking referred to in section 80-IA(4)(v) [Revival of power generating plant] and deduction in respect of profits of an undertaking referred to in section 80-IA(4)(vi) [Cross-country natural gas distribution network]	e	
	f	Total deductions under section 80-IA (a + b + c + d + e)		

Schedule 80-IB		Deductions under section 80-IB		
DEDUCTIONS US 80-IB	a	Deduction in respect of industrial undertaking referred to in section 80-IB(3) [Small scale industry]	a	
	b	Deduction in respect of industrial undertaking located in Jammu & Kashmir [Section 80-IB(4)]	b	
	c	Deduction in respect of industrial undertaking located in industrially backward states specified in Eighth Schedule [Section 80-IB(4)]	c	
	d	Deduction in respect of industrial undertaking located in industrially backward districts [Section 80-IB(5)]	d	
	e	Deduction in the case of multiplex theatre [Section 80-IB(7A)]	e	
	f	Deduction in the case of convention centre [Section 80-IB(7B)]	f	
	g	Deduction in the case of company carrying on scientific research [Section 80-IB(8A)]	g	

h	Deduction in the case of undertaking which begins commercial production or refining of mineral oil [Section 80-IB(9)]	h		
i	Deduction in the case of an undertaking developing and building housing projects [Section 80-IB(10)]	i		
j	Deduction in the case of an undertaking operating a cold chain facility [Section 80-IB(11)]	j		
k	Deduction in the case of an undertaking engaged in processing, preservation and packaging of fruits and vegetables [Section 80-IB(11A)]	k		
l	Deduction in the case of an undertaking engaged in integrated business of handling, storage and transportation of foodgrains [Section 80-IB(11A)]	l		
m	Deduction in the case of an undertaking engaged in operating and maintaining a rural hospital [Section 80-IB(11B)]	m		
n	Total deduction under section 80-IB (Total of a to m)	n		

Schedule 80-IC or 80-IE		Deductions under section 80-IC or 80-IE		
1	Deduction in respect of industrial undertaking located in Sikkim	1		
2	Deduction in respect of industrial undertaking located in Himachal Pradesh	2		
3	Deduction in respect of industrial undertaking located in Uttarakhand	3		
4	Deduction in respect of industrial undertaking located in North-East			
	a Assam	4a		
	b Arunachal Pradesh	4b		
	c Manipur	4c		
	d Mizoram	4d		
	e Meghalaya	4e		
	f Nagaland	4f		
	g Tripura	4g		
	h Total of deduction for undertakings located in North-east (Total of 5a to 5g)	4h		
5	Total deduction under section 80-IC or 80-IE (1 + 2 + 3 + 4h)	5		

Schedule VI-A		Deductions under Chapter VI-A (Section)		
a	80C	k	80GGC	
b	80CCC	l	80IA (f of Schedule 80-IA)	
c	80CCD	m	80IAB	
d	80CCF	n	80IB (n of Schedule 80-IB)	
e	80D	o	80IC/ 80-IE (5 of Schedule 80-IC/ 80-IE)	
f	80DD	p	80ID/ 80JJA	
g	80ddb	q	80QCB	
h	80E	r	80RRB	
i	80G	s	80U	
j	80GG/GGA			
t	Total deductions under Chapter VI-A (Total of a to s)	t		

Schedule SPI		Income of specified persons (spouse, minor child etc) includable in income of the assessee				
Sl No	Name of person	PAN of person (optional)	Relationship	Nature of Income	Amount (Rs)	
1						
2						

Schedule SI		Income chargeable to Income tax at special rates IB [Please see instruction Number-9(ii) for section code and rate of tax]								
SPECIAL RATE	Sl No	Section code	Special rate (%)	Income i	Tax thereon ii	Sl No	Section code	Special rate (%)	Income i	Tax thereon ii
	1	1A	<input type="checkbox"/>	15		6	<input type="checkbox"/>			

2	22	<input type="checkbox"/>	10			7	<input type="checkbox"/>		
3	21	<input type="checkbox"/>	20			8	<input type="checkbox"/>		
4	5B3	<input type="checkbox"/>	30			9	<input type="checkbox"/>		
5		<input type="checkbox"/>				10	<input type="checkbox"/>		
11									Total (10 to 10 ii)

**Schedule IF** Information regarding partnership firms in which you are partner

FIRMS IN WHICH PARTNER	Number of firms in which you are partner				
	Name of the Firm	PAN of the firm	Percentage Share in the profit of the firm	Amount of share in the profit	
				i	ii
1					
2					
3					
4					
5					
6	Total				

**Schedule EI** Details of Exempt Income (Income not to be included in Total Income)

EXEMPT INCOME	
1	Interest income
2	Dividend income
3	Long-term capital gains on which Securities Transaction Tax is paid
4	Net Agriculture income (other than income to be excluded under rule 7, 7A, 7B or 8)
5	Share in the profit of firm/AOP etc.
6	Others, including exempt income of minor child
7	Total (1+2+3+4+5+6)

**Schedule IT** Details of Advance Tax and Self Assessment Tax Payments of Income-tax

SI No	BSR Code	Date of Deposit (DD/MM/YYYY)	Serial Number of Challan	Amount (Rs)
i				
ii				
iii				
iv				
v				

**NOTE** ▶ *Follow the rules of Advance tax and Self Assessment tax in SI No 11a & 11b of Part B-TT.*

**Schedule TDS1** Details of Tax Deducted at Source from Salary [As per Form 16 issued by Employer(s)]

SI No	Tax Deduction Account Number (TAN) of the Employer	Name of the Employer	Income chargeable under Salaries	Total tax deducted
(1)	(2)	(3)	(4)	(5)
i				
ii				

**1.399 RETURN FORM - INDIVIDUALS HAVING PROPRIETARY BUSINESS ITR-4**

<b>Schedule TDS2</b>		<b>Details of Tax Deducted at Source on Income [As per Form 16 A issued by Deductors]</b>			
TDS ON OTHER INCOME	Sl No	Tax Deduction Account Number (TAN) of the Deductor	Name of the Deductor	Total tax deducted	Amount out of (4) claimed during the year
	(1)	(2)	(3)	(4)	(5)
	i				
ii					

**NOTE** ▶ Please enter total of column 7 of Schedule-TDS1 and column 7 of Schedule-TDS2 in 11(b) of Part B-III

<b>Schedule TCS</b>		<b>Details of Tax Collected at Source [As per Form 27D issued by the Collector(s)]</b>			
TCS ON INCOME	Sl No	Tax Deduction and Tax Collector's Account Number of the Collector	Name of the Collector	Total tax collected	Amount out of (4) claimed during the year
	(1)	(2)	(3)	(4)	(5)
	i				
ii					

**NOTE** ▶ Enter the total of column (7) in Sl No. 11c of Part B-III

**Instructions for filling FORM ITR-4**

These instructions are guidelines for filling the particulars in this Return Form. In case of any doubt, please refer to relevant provisions of the Income-tax Act, 1961 and the Income-tax Rules, 1962.

**1. Assessment Year for which this Return Form is applicable**

This Return Form is applicable for assessment year 2011-2012 only, i.e., it relates to income earned in Financial Year 2010-11.

**2. Who can use this Return Form**

This Return Form is to be used by an individual or a Hindu Undivided Family who is carrying out a proprietary business or profession..

**3. Annexure-less Return Form**

(i) No document (including TDS certificate) should be attached to this Return Form. All such documents enclosed with this Return Form will be detached and returned to the person filing the return.

(ii) Tax-payers are advised to match the taxes deducted/collected/paid by or on behalf of them with their **Tax Credit Statement** (Form 26AS). (Please refer to [www.incometaxindia.gov.in](http://www.incometaxindia.gov.in))

**4. Manner of filing this Return Form**

This Return Form can be filed with the Income Tax Department in any of the following ways, -

- (i) by furnishing the return in a paper form;
- (ii) by furnishing the return electronically under digital signature;
- (iii) by transmitting the data in the return electronically and thereafter submitting the verification of the return in Return Form ITR-V;
- (iv) by furnishing a Bar-coded return.

Where the Return Form is furnished in the manner mentioned at 5(iii), the assessee should print out two copies of Form ITR-V. One copy of ITR-V, duly signed by the assessee, has to be sent by ordinary post to Post Bag No. 1, Electronic City Office, Bangalore-560100 (Karnataka). The other copy may be retained by the assessee for his record.

**5. Filing out the acknowledgement**

Only one copy of this Return Form is required to be filed. Where the Return Form is furnished in the manner mentioned at 5(i) or at 5(iv), the acknowledgement slip attached with this Return Form should be duly filled.

**6. Codes for filling this Return Form**

Under the heading 'Filing Status' in the Return Form details have to be filled regarding section under which the return is being filed by ticking in the relevant box provided therein.

**7. Instructions for filling this Return Form**

- (i) The codes for nature of business to be filled in 'Part-A- Nature of business' are as under-

Sector	Sub-Sector	Code
(1) Manufacturing Industry	Agro-based industries	0101
	Automobile and Auto parts	0102
	Cement	0103
	Diamond cutting	0104
	Drugs and Pharmaceuticals	0105
	Electronics including Computer Hardware	0106
	Engineering goods	0107
	Fertilizers, Chemicals, Paints	0108
	Flour & Rice Mills	0109
	Food Processing units	0110
	Marble & Granite	0111
	Paper	0112
	Petroleum and Petrochemicals	0113
	Power and energy	0114
	Printing & Publishing	0115
	Rubber	0116
	Steel	0117
	Sugar	0118
	Tea, Coffee	0119
	Textiles, handloom, Power looms	0120
	Tobacco	0121
Tyre	0122	
Vanaspati & Edible Oils	0123	
Others	0124	
(2) Trading	Chain Stores	0201
	Retailers	0202
	Wholesalers	0203
	Others	0204
(3) Commission Agents	General Commission Agents	0301
(4) Builders	Builders	0401
	Estate Agents	0402
	Property Developers	0403
	Others	0404

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(5) Contractors	Civil Contractors	0501
	Excise Contractors	0502
	Forest Contractors	0503
	Mining Contractors	0504
	Others	0505
(6) Professionals	Chartered Accountants, Companies Secretaries, etc.	0601
	Fashion designers	0602
	Legal professionals	0603
	Medical professionals	0604
	Nursing Homes	0605
	Specialty hospitals	0606
	Others	0607
	(7) Service Sector	Advertisement agencies
Beauty Parlours	0702	
Consultancy services	0703	
Courier Agencies	0704	
Computer training/educational and coaching institutes	0705	
Forex Dealers	0706	
Hospitality services	0707	
Hotels	0708	
I.T. enabled services, BPO service providers	0709	
Security agencies	0710	
Software development agencies	0711	
Transporters	0712	
Travel agents, tour operators	0713	
Others	0714	
(8) Financial Service Sector	Banking Companies	0801
	Chit Funds	0802
	Financial Institutions	0803
	Financial service providers	0804
	Leasing Companies	0805
	Money Lenders	0806
	Non-Banking Finance Companies	0807
	Share Brokers, Sub-brokers, etc.	0808
	Others	0809
	(9) Entertainment Industry	Cable T.V. productions
Film distribution	0902	
Film laboratories	0903	
Motion Picture Producers	0904	
Television Channels	0905	
Others	0906	

(ii) In Schedule SL, the codes for the sections which prescribe special rates of tax for the income mentioned therein are as under:-

Sl. No.	Nature of income	Section	Rate of tax	Section code
1.	Tax on accumulated balance of recognised provident fund	111	To be computed in accordance with rule 9(1) of Part A of fourth Schedule	1
2.	Short term capital gains	111A	15	1A
3.	Long term capital gains (with indexing)	112	20	21
4.	Long term capital gains (without indexing)	112	10	22
5.	Dividends, interest and income from units purchase in foreign currency	115A(1)(a)	20	5A1a
6.	Income from royalty or technical services where agreement entered between 31.3.1961 to 31.3.1976 in case of royalty and between 29.2.1964 and 31.3.1976, and agreement is approved by the Central Government.	Paragraph EII of Part I of first schedule of Finance Act	50	FA
7.	Income from royalty & technical services	115A(1)(b) if agreement is entered on or before 31.5.1997	30	5A1b1
8.	Income from royalty & technical services	115A(1)(b) if	20	5A1b2

		<i>agreement is entered on or after 31.5.1997 but before 1.6.2005</i>		
9.	Income from royalty & technical services	115A(1)(b)if agreement is on or after 1.6.2005	10	5A1b3
10.	Income received in respect of units purchase in foreign currency by a off-shore fund	115AB(1)(a)	10	5AB1a
11.	Income by way of long-term capital gains arising from the transfer of units purchase in foreign currency by a off-shore fund	115AB(1)(b)	10	5AB1b
12.	Income from bonds or GDR purchases in foreign currency or capital gains arising from their transfer in case of a non-resident	115AC(1)	10	5AC
13.	Income from GDR purchased in foreign currency or capital gains arising from their transfer in case of a resident	115ACA(1)	10	5ACA
14.	Profits and gains of life insurance business	115B	12.5	5B
15.	Winnings from lotteries, crosswords puzzles, races including horse races, card games and other games of any sort or gambling or betting of any form or nature whatsoever	115BB	30	5BB
16.	Tax on non-residents sportsmen or sports associations	115BBA	10	5BBA
17.	Tax on income from units of an open – ended equity oriented fund of the Unit Trust of India or of Mutual Funds	115BBB	10	5BBB
18.	Anonymous donations	115BBC	30	5BBC
19.	Investment income	115E(a)	20	5Ea
20.	Income by way of long term capital gains	115E(b)	10	5Eb
21.	Double Taxation Agreement			DTAA

(iii) In the filing status please tick the box against the relevant section under which the return is filed.

#### 8. BRIEF SCHEME OF THE LAW- Before filling out the form, you are advised to read the following-

##### (1) Computation of total income

- (a) "Previous year" is the financial year (1<sup>st</sup> April to the following 31<sup>st</sup> March) during which the income in question has been earned. "Assessment Year" is the financial year immediately following the previous year.
- (b) Total income is to be computed as follows, in the following order:
  - (i) Classify all items of income under the following heads of income- (A) Salaries; (B) "Income from house property"; (C) "Profit and gains from business or profession"; (D) "Capital gains"; and (E) "Income from other sources". [There may be no income under one or more of the heads at (A), (B), (D) and (E)].
  - (ii) Compute taxable income of the current year (i.e., the previous year) under each head of income separately in the Schedules which have been structured so as to help you in making these computations as per provisions of the Income-tax Act. These statutory provisions decide what is to be included in your income, what you can claim as an expenditure or allowance and how much, and also what you cannot claim as an expenditure/allowance.
  - (iii) Set off current year's headwise loss(es) against current year's headwise income(s) as per procedures prescribed by the law. A separate Schedule is provided for such set-off.
  - (iv) Set off, as per procedures prescribed by the law, loss(es) and/or allowance(s) of earlier assessment year(s) brought forward. Also, compute loss(es) and/or allowance(s) that could be set off in future and is (are) to be carried forward as per procedures prescribed by the law. Separate Schedules are provided for this.
  - (v) Aggregate the headwise end-results as available after (iv) above; this will give you "gross total income".
  - (vi) From gross total income, subtract, as per procedures prescribed by the law, "deductions" mentioned in Chapter VIA of the Income-tax Act. The result will be the total income. Besides, calculate agricultural income for rate purposes.

##### (2) Computation of income-tax, education cess including secondary and higher education cess and interest in respect of income chargeable to tax

- (a) Compute income-tax payable on the total income. Special rates of tax are applicable to some specified items. Include agricultural income, as prescribed, for rate purposes, in the tax computation procedure.
- (b) Add Education cess including secondary and higher education cess as prescribed on the tax payable.
- (c) Claim relief(s) as prescribed by the law, on account of arrears or advances of salary received during the year or of double taxation and calculate balance tax payable.
- (d) Add interest payable as prescribed by the law to reach total tax and interest payable.

- (e) Deduct the amount of prepaid taxes, if any, like "tax deducted at source", "advance-tax" and "self-assessment-tax". The result will be the tax payable (or refundable).

**(3) Obligation to file return**

- (a) Every individual and HUF has to furnish the return of his income if his total income before allowing deductions under section 10A or section 10B or section 10BA or Chapter VI-A (i.e., if his gross total income referred to in item 10 of Part B-TI as increased by item 6 of Schedule 10A, item 7 of Schedule 10A and item 7 of Schedule 10A of this Form) exceeds the maximum amount which is not chargeable to income tax [Rs. 1,60,000/- in case of individuals below the age of 65 years (other than women) and HUF, Rs. 1,90,000/- in case of women below the age of 65 years, and Rs. 2,40,000/- in case of individuals who are of the age of 65 years or more at any time during the financial year 2010-11].
- (b) The losses, if any, (item-15 of Part B-TI of this Form) shall not be allowed to be carried forward unless the return has been filed on or before the due date.
- (c) The deduction under sections 10A, 10B, 80-IA, 80-IAB, 80-IB and 80-IC shall not be allowed unless the return has been filed on or before the due date.

**9. SCHEME OF THE FORM**

The Scheme of this form follows the scheme of the law as outlined above in its basic form. The Form has been divided into two parts. It also has thirty-one schedules. The details of these parts and the schedules are as under:-

- (i) Part-A has five sub-divisions as under-
  - a. Part A-GEN mainly seeks general information requiring identificatory and other data;
  - b. Part A-BS seeks the balance sheet as on 31<sup>st</sup> March,2011;
  - c. Part A-P&L seeks information regarding the Profit and loss account for the financial year 2010-11;
  - d. Part A-OI seeks other information. It is optional in a case not liable for audit under section 44AB
  - e. Part A-QD seeks information regarding quantitative details of the principal item of goods traded. It is optional in a case not liable for audit under section 44AB.
- (ii) The second part, i.e. Part-B is regarding an outline of the total income and tax computation in respect of income chargeable to tax.
- (iii) After Part B, there is -
  - (a) a space for giving details of the transmission of the data of the form if the form has been furnished in accordance with the manner mentioned at instruction No.5(ii).
  - (b) a space for a statutory verification.
  - (c) A space for filling the details if the return has been prepared by a Tax Return Preparer.
- (iv) On pages 6 to 20, there are 31 schedules details of which are as under-
  - (a) Schedule-S: Computation of income under the head Salaries.
  - (b) Schedule-HP: Computation of income under the head Income from House Property
  - (c) Schedule-BP: Computation of income under the head "profit and gains from business or profession"
  - (d) Schedule-DPM: Computation of depreciation on plant and machinery under the Income-tax Act
  - (e) Schedule DOA: Computation of depreciation on other assets under the Income-tax Act
  - (f) Schedule DEP: Summary of depreciation on all the assets under the Income-tax Act
  - (g) Schedule DCG: Computation of deemed capital gains on sale of depreciable assets
  - (h) Schedule ESR: Deduction under section 35 (expenditure on scientific research)
  - (i) Schedule-CG: Computation of income under the head Capital gains.
  - (j) Schedule-OS: Computation of income under the head Income from other sources.
  - (k) Schedule-CYLA: Statement of income after set off of current year's losses
  - (l) Schedule-BFLA: Statement of income after set off of unabsorbed loss brought forward from earlier years.
  - (m) Schedule- CFL: Statement of losses to be carried forward to future years.
  - (n) Schedule- 10A: Computation of deduction under section 10A.
  - (o) Schedule- 10AA: Computation of deduction under section 10AA.
  - (p) Schedule- 10B: Computation of deduction under section 10B
  - (q) Schedule- 10BA: Computation of deduction under section 10BA
  - (r) Schedule- 80G: Details of donation entitled for deduction under section 80G
  - (s) Schedule- 80JA: Computation of deduction under section 80JA
  - (t) Schedule- 80IB: Computation of deduction under section 80IB
  - (u) Schedule- 80IC/ 80-IE: Computation of deduction under section 80IC/ 80-IE.
  - (v) Schedule-VIA: Statement of deductions (from total income) under Chapter VIA.
  - (w) Schedule SPI: Statement of income arising to spouse/ minor child/ son's wife or any other person or association of persons to be included in the income of assessee in Schedules-HP, BP, CG and OS.
  - (x) Schedule-SI: Statement of income which is chargeable to tax at special rates
  - (y) Schedule-IF: Information regarding partnership firms in which assessee is a partner
  - (z) Schedule-EI: Statement of Income not included in total income (exempt incomes)
  - (aa) Schedule-IT: Statement of payment of advance-tax and tax on self-assessment.
  - (bb) Schedule-TDS1: Statement of tax deducted at source on salary.
  - (cc) Schedule-TDS2: Statement of tax deducted at source on income other than salary.
  - (dd) Schedule-TCS: Statement of tax collected at source

**10. GUIDANCE FOR FILLING OUT PARTS AND SCHEDULES**

**(1) General**



- (i) All items must be filled in the manner indicated therein; otherwise the return maybe liable to be held defective or even invalid.
- (ii) If any schedule is not applicable across as "--NA--".
- (iii) If any item is inapplicable, write "NA" against that item.
- (iv) Write "Nil" to denote nil figures.
- (v) Except as provided in the form, for a negative figure/ figure of loss, write "-" before such figure.
- (vi) All figures should be rounded off to the nearest one rupee. However, the figures for total income/ loss and tax payable be finally rounded off to the nearest multiple of ten rupees.
- (2) Sequence for filling out parts and schedules**
- (i) Part A
  - (ii) Schedules
  - (iii) Part B
  - (iv) Verification
  - (v) Details relating to TRP and counter signature of TRP if return is prepared by him.
- 11. PART A-GEN**  
Most of the details to be filled out in Part-Gen of this form are self-explanatory. However, some of the details mentioned below are to be filled out as explained hereunder:-
- (a) e-mail address and phone number are optional.
  - (b) In case of an individual, for "employer category", Government category will include Central Government/ State Governments employees. PSU category will include public sector companies of Central Government and State Government.
  - (c) The code for sections under which the return is filed be filled as per code given in instruction No.6(i).
  - (d) In case the return is being filed by you in a representative capacity, please ensure to quote your PAN in item "PAN of the representative assessee". In case the PAN of the person being represented is not known or he has not got a PAN in India, the item for PAN in the first line of the return may be left blank. It may please be noted that in the first line of this form, the name of the person being represented be filled.
- 12. PART A-BS AND PART A-P&L**
- (a) The Balance Sheet as on 31<sup>st</sup> March, 2011 and the profit and loss account for financial year 2010-11 in the formats provided in these parts have to be filled in respect of proprietary business or profession carried out by you during the financial year 2010-11 if you were required to maintain accounts of the business or profession during the year.
  - (b) If the matters other than proprietary business are not being accounted for in the books of the proprietary business or profession, these need not to be included in the balance sheet and profit and loss account to be filled in this Part.
  - (c) In case, accounts of the business or profession were required to be audited, the items of balance sheet and profit and loss account filled in the these parts should broadly match with the audited balance sheet and profit and loss account.
  - (d) In case, you were not required to maintain accounts of the business or profession during the year, please fill out the details mentioned in these parts against portion "No account case".
- 13. PART A-OI AND PART A-QD**
- (a) If the accounts of the business or profession were not required to be audited under section 44AB, it is optional to fill these parts.
  - (b) Where the accounts of the business or profession were required to be audited under section 44AB, the details to be filled in these parts which are also required to be reported in the report of audit by the auditors, should broadly match with the details as given in the report of audit.
  - (c) Purchases are to be shown exclusive of taxes and the details of taxes paid on the purchases are to be indicated separately in the relevant rows. However, where it is not possible to segregate the details of the different taxes paid on the purchases, the same may be included and shown in the details of purchases.
  - (d) In Part A-QD, the quantitative details may be furnished only in respect of principal items.
- 14. SCHEDULES**
- (a) **Schedule-S-**  
In case there were more than one employer during the year, please give the details of the last employer. Further, in case, there were more than one employer simultaneously during the year, please furnish the details of the employer you have got more salary. Fill the details of salary as given in TDS certificate(s) (Form 16) issued by the employer(s). However, if the income has not been computed correctly in Form No. 16, please make the correct computation and fill the same in this item. Further, in case there were more than one employer during the year, please furnish in this item the details in respect of total salaries from various employers.
  - (b) **Schedule-IIP-**  
In case, a single house property is owned by the assessee which is self-occupied and interest paid on the loan taken for the house property is to be claimed as a deduction. This schedule needs to be filled up. If there are more than three house properties, the details of remaining properties be filled in a separate sheet in the format of this Schedule, and attach this sheet with this return. The results of the income/ loss derived from all the properties have to be filled in last row of this Schedule. Following points also need to be clarified:-
    - (i) Annual lettable value means the amount for which the house property may reasonably be expected to let from year to year, on a notional basis; Deduction for taxes paid to local authority shall be available only if the property is in the occupation of a tenant, and such taxes are borne by the assessee and not by the tenant and have actually been paid during the year.

- (ii) Deduction is available for unrealized rent in the case of a let-out property. If such a deduction has been taken in an earlier assessment year, and such unrealized rent is actually received in the assessment year in question, the unrealized rent so received is to be shown in item 4a of this Schedule.
- (iii) Item 4b of this Schedule relates to enhancement of rent with retrospective effect. Here mention back years' extra rent received thereon, and claim deduction @ 30% of such arrear rent received.

**(c) Schedule-BP,-**

- (i) The computation in this schedule has to be started on the basis of profit before tax as shown in item 43 of Part-A- P&L.
- (ii) In case any item of addition or deduction not covered by the items mentioned in this schedule be filled in residual items 21 and 26 of this schedule.
- (iii) In case accounts of business or profession are not maintained, the profit as entered into by you in item 50d of Part A-P&L.
- (iv) In case, agricultural income to be excluded on the basis of rule 7A, 7B or 7C (in business of growing and manufacturing tea, coffee etc), it shall not be included in the item 5c of this schedule.
- (v) In A-37, net profit or loss from business or profession is to be computed, only in special cases, e.g. business of growing and manufacturing tea, coffee, etc., where rules 7A, 7B or 7C is applicable otherwise, the figure of profit/ loss as computed in A-36 may be entered.
- (vi) Income earned by the assessee by way of salary, commission, bonus, interest, etc. from other firms as if in the capacity of a partner, which has not been included in the profit and loss account of the proprietary business needs to be disclosed in item No. A23 in Schedule BP.
- (vii) Item C of this schedule computes the total of profit or loss from business or profession (other than speculative business and profit or loss from speculative business) (item A37 + item B41). Please note that if balance in item B41 in respect of speculative business is a loss, same shall not be set-off against profit from non-speculative business. In such situation, only the figures of item A37 be entered in item C.
- (viii) **The special provision for computing profits and gains of retail business under section 44AF shall NOT be applicable for the AY 2011-12. Hence the column against 44AF should be left BLANK for the current assessment year.**

**(d) Schedule-DPM, Schedule DOA, Schedule DEP and Schedule DCG. -**

For sake of convenience, computation of depreciation allowable under the Income-tax Act [other than in case of an undertaking generating electricity which may at its option claim depreciation on straight line method under section 32(1)(i)], has been divided into two parts i.e. in schedules DPM (depreciation on plant and machinery) and DOA (depreciation on other assets). The summary of depreciation as per these schedules has to be shown in schedule DEP. Deemed short term capital gain, if any as computed in schedule DPM and DOA has to be entered into schedule DCG.

**(e) Schedule ESR: Deduction under section 35 (expenditure on scientific research). -**

In column (2) of this schedule, please furnish the details of deduction to which you are entitled under provisions of this section. In column (1), please enter the amounts of expenses of the nature covered by section 35 which are, if, debited to profit and loss account. Please note that no deduction for depreciation is available in respect of capital asset for which deduction under section 35(1)(iv) has been claimed.

**(f) Schedule-CG,-**

- (i) If more than one short-term capital asset has been transferred, make the combined computation for all the assets. Similarly, make the combined computation for all the assets if more than one long-term capital asset has been transferred.
- (ii) For computing long-term capital gain, cost of acquisition and cost of improvement may be indexed, if required, on the basis of following cost inflation index notified by the Central Government for this purpose:

Sl.No.	Financial Year	Cost Inflation Index	Sl.No.	Financial Year	Cost Inflation Index
1.	1981-82	100	16.	1996-97	305
2.	1982-83	109	17.	1997-98	331
3.	1983-84	116	18.	1998-99	351
4.	1984-85	125	19.	1999-00	389
5.	1985-86	133	20.	2000-01	406
6.	1986-87	140	21.	2001-02	426
7.	1987-88	150	22.	2002-03	447
8.	1988-89	161	23.	2003-04	463
9.	1989-90	172	24.	2004-05	480
10.	1990-91	182	25.	2005-06	497
11.	1991-92	199	26.	2006-07	519
12.	1992-93	223	27.	2007-08	551
13.	1993-94	244	28.	2008-09	582
14.	1994-95	259	29.	2009-10	632
15.	1995-96	281	30.	2010-11	711

- (iii) Sections 54/54B/54D/54EC/ 54F/54G/54GA mentioned in this schedule provides exemption on capital gains subject to fulfillment of certain conditions. Exemption under some of these sections is available