

TAX & RENT DECLARATION IS TAXING NO MORE

Presenting the incredible Tax & Rent Declaration module by Adrenalin

TAX AND RENT DECLARATION

Adrenalin makes the process of availing a tax rebate on your rent more streamlined and hassle-free. A smart algorithm and customised user experience helps you declare your rent and obtain your form 12BB easier than ever before. Study the steps in this ready reckoner and experience ease like never before in the the all-important challenge to save and optimise your taxes.

Tax Declaration

Click 🛨 to expand sections in Tax Declaration tab, and provide relevant data.

ancial	Year* 2018-2019 Generate Form12BB Employee Name: Bhi	nrao V Waghmare (OE0029)	Financial Year. 01-Apr-2018 to 31-I	Mar-2019 PAN:	Us Gu
nvesti	ment Rent Declaration Self Occupied Let Out N	/erify			
#.	Investment Type	Declaration Amount	Proof Amount	Document	Approver Comments
	Y				
- SE	CTION 80C				
1	Infra Structure Bonds (0.00)	15000.00	15000.00	Document –	
2	Housing Loan Principle (0.00)	42563.00	42563.00	Bocument -	
3	Children Education Expenses (0.00)	12700.00	12700.00	Document -	
4	PPF (150000.00)	25000.00	25000.00	Document	
5	Sukanya Samriddhi Yojana (0.00)			Document	
6	ELSS (0.00)	12300.00	12300.00	Document -	
7	Mutual Fund (0.00)	42000.00	42000.00	Document	
8	NSC (0.00)			Document	
9	Fixed Deposits (0.00)			Document	

After providing necessary information, click **Go to Next** to go to next tab 'Rent Declaration'. System will save the data entered in this tab and take you to the next tab.

Rent Declaration

Here, you can provide month wise rent declaration details.

Investr	ment Rent Declaration	Self Occupied Let Out	Verify								
Delete	From Date	To Date	Declaration Amount (Monthly)	Proof Amount (Monthly)	Metro/NonMetro	Land Lord PAN	Add. Info	Document			
	2018-Apr-01	2018-Sep-30	8000.00	8000.00	Metro		Add	Document			
	2018-Oct-01	2019-Mar-31	9000.00	9000.00	Metro		Add	Document			
Add R	Add Row Delete Row Show Breakup Re Enter										

- · Select From Date and To Date
- If full month duration is not provided in From Date and To date, then system will automatically pro-rate the rent for that period. For example if From Date is selected as 01-Jan-2018 and To date is selected as 15-Feb-2018, then system will automatically prorate rent for February month. Similarly, if From Date is selected as 24-Jan-2018 and To Date is selected as 31-Mar-2018, then system will automatically prorate rent for Jan month.
- Enter Declaration Amount or Proof amount (as instructed by HR)
- Select Metro / Non-Metro
- Enter Land Lord PAN
- Click 'Add' link under Add info to add landlord details.
- Click 'Document' link to upload supporting document

Click Show Breakup button to view month wise breakup. On clicking this button, month wise breakup will be shown in this form.

Investm	Rent Declar	ation	Self Occupied	Let Out	Verify							
Delete	From Date		To Date		Declaration Amount (Monthly)	Proof Amount (Month	ly) Metro/	NonMetro	Land Lord PA	AN Add. Info	Document
	2018-Apr-01		2018-Sep-30		8000.00		8000.00	Metro			Add	Document
	2018-Oct-01	(2019-Mar-31		9000.00		9000.00	Metro			Add	Document
Add Ro Please ente	w Delete Row er only monthly amount.	1									Show Break	Re Enter
Туре	April	May	June	July	August	September	October	November	December	January	February	March
Declarati	on 8000.000	8000.00	0 8000.000	8000	.000 8000.000	8000.0	9000.000	9000.000	9000.000	9000.000	9000.000	9000.000
Proof	8000.000	8000.00	0 8000.000	8000	000.0008 000.	8000.0	9000.000	9000.000	9000.000	9000.000	9000.000	9000.000
Please veri	fy Monthly Breakup detai	ils before su	bmitting the Rent de	etails.							Go to Previous	Go to Next

Month wise breakup details are shown in this form.

Note: If you want to make any changes to the rent declaration, you can always do so by clicking Re Enter

Verify the details and click Go to Next to proceed further. Click Go to Previous to go back to the previous tab.

Now you will see the 'Self Occupied' tab. This needs to be filled-in only if you have purchased house property and it is occupied by yourself.

	Tax Declaration										llear	_
Financia	al Year* 2018-2019 🗸 🧐	enerate Form12BB	Employee Name: E	Shimrao V Waghm	are (OE0029)	Financial Year. 01-Apr-20	18 to 31-Mar-2019	PAN:			Guide	
Invest	tment Rent Declaratior	Self Occupied	Let Out	Verify								
This pa	age to be filled when you	I have purchased	house property	in loan and it i	s occupied by	y yourself.						
If 'Posse If 'Posse	Possession taken' is Y, then'Date of possession' will accept past dates till ourrent date and If it is N' then it will accept ourrent date/ future dates. Possession taken' is N and if the 'Date of possession' is within current Financial year , then interest paid will be taken for tax exemption else it will not be taken for tax exemption.											
Delete	Date of Loan Sanctioned	Loan Amount Value	Residential House Property Value	Already Owned Any House Property(Y/N)	Whether Possession Taken	Date of Possession	Declaration Amount	Proof Amount	Name of the lender*	Lender's Address	Lender's PAN*	Fin Inst
	2018-Apr-05	3500000.00	600000.00	Select V	Yes 🗸	2019-Mar-11	154520.00	15450.00	HDFC	Chennai .::		
	2018-May-08	4578452.00	545875.00	Select V	Yes 🗸	2019-Jan-07	4578.00	1545.00	AXIS			
Add Ro	Delete Row											

Fields in tab are self-explanatory. Provide necessary information and click. Go to Next Click Go to Previous to go back to the previous tab. Now you will see the 'Let Out' tab. This needs to be filled-in only if you have purchased house property on loan and given it for rent.

vestment	Rent Decla	ration S	elf Occup	ied Let Ou	ut Verify							
	Previous Decla	red Values]								
Annual Rent	Less: Property	Tax Paid	Net Annu	ual Value	Less: Standard Deduction (30%)	Interest on Housing	Loan	Pre-Constructi	on Interest	Income from Let-out House Property	Lende	er's PAN•
157.00		54.00		103.00	31.00	D I	157.00		5214.00	-5299.00		
1200.00		120.00		1080.00	324.00	D	12.00		112.00	632.00		
14502.00		12452.00		2050.00	615.00	0 2	122.00		1245.00	-1932.00		
78451.00		48741.00		29710.00	8913.00	0 8	574.00		8.00	12215.00		
										5616.00		
page to	be filled whe	n you have	purchase	ed house pro	perty in loan and it is	given out for rent						
	Annual Rent	Less: Propert Paid	y Tax	Net Annual Value	Less: Standard Deduction (30%)	Interest on Housing Loan	Pre-C	Construction Interest	Income from Let-o House Property	ut Lender's PAN	Add. Info *	Docum
ete	157.00		54.00	103.0	0 31.00	157.00		5214.00	-5299.0	00 00	Add	Docum
ete	1200.00	1	120.00	1080.0	0 324.00	12.00		112.00	632 (0	Add	Docum

When the Tax declaration page is opened in proof mode, the data submitted in declaration mode will be shown in the top under Previous declared values column. Fields in tab are self-explanatory. Provide necessary information and click. Go to Next You will see the verification tab now where data given in previous four tabs are shown here, organized section wise. Click Go to Previous back to the previous tab.

Tax Rent inancial Year*	2018-2019 V				
Employe	ee Name: Sandeep GANDHI Sandeep GAND	HI (Aes1000)	Gender. Female		Current Financial Year: 01-Apr-2018 to 31-Mar-2019 PAN:
Investment	Rent Declaration Self Occupied	Let Out	Verify		
Please veri Investment	fy the details before submit. After	submit generate	FORM12BB	i	Click here to view <u>View in full page</u> in full page
ShortName	Description	Declaration Amount	Proof Amount	FileRefNo	Guidlines
Deductions From Gross Salary					
	Medical expenditure for critical illness for Self	50000.00	0.00	0	Medical expenditure for critical illness for Self
	Medical expenditure for critical illness for Depen	65000.00	0.00	0	Medical expenditure for critical illness for Dependents
	Medical expenditure for critical illness for Senio	10000.00	0.00	0	Medical expenditure for critical illness for Senior Dependents
	SUB TOTAL	125000.00			
Income/Loss					
	You ca	n click 'View	in Full pa	ae' link	in this form to view the declaration

details in a full page view.

Financial Year*	2018-2019 V Gener	ate Form12BB	Employee Name	e: Bhimrao V Wag	hmare (OE0029)	Financ	ial Year. 01-Apr-2018 1	to 31-Mar-2019	PAN:		<u>User</u> Guide
Investment	Rent Declaration	Self Occupi	ed Let Out	Verify							
Proof	8000.000 8000.0	00 8000.	000 8000.000	8000.000	8000.000	9000.00	9000.000	9000.000	9000.000	9000.000	9000.000
Self Occupied											
Section Name	Previous Declaration A	mount Pr	oof Amount	File Ref. No.	Guidelines						
Y	Y		Y	Y		Y					
Interest Paid on housing loan during current FY		154520.00	15450.000		Form 12C , in ca	ise of Let out p	operty, and Possession le	etter, if Home Loan	is taken in the current yea	r, are mandatory	
Interest Paid on housing loan during current FY		4578.00	1545.000		Form 12C , in ca	ase of Let out p	roperty, and Possession le	etter, if Home Loan	is taken in the current yea	r, are mandatory	
Let Out											
Annual Rent	Less: Property Tax Pa	d Net Annual	Value Less: Star	ndard Deduction (30	%) Interest on He	ousing Loan	Pre-Construction Intere	est Income from	Let-out House Property	Address of t	he Property
Y	Y		Y	Y		Y	γ		Y		Y
74566.00	2654.	00 7	1912.00	21574	.00	175000.00	24100	.00	50102.00	Trichy	

Submit Generate Form12BB Reset

After verifying the data, click **Submit** to save the details.

You can also generate Form12BB after submitting the form. Once you submit the form, the 'Generate Form12BB' button will be enabled, on clicking which you can generate your Form12BB report.

inancial Year* 2018	-2019 🗸											
Employee Na	me: Sandeep GANDI	II Sandeep	GANDHI (A	es1000)	Gender: Fema	le (Current Financ	ial Year: 01-Apr-2018 to	31-Mar-2019	PAN:		
	Rent Declaration	Self Oc		Let Out	Verify							
	0.000 0.		0.000	0.000	0.000	0.000	0.0	0.000	0.000	0.000	0.000	0.000
Self Occupied												
Section Name	Previous Declaration	Amount	Declaration	n Amount	Proof Amount	File Ref. No.						
Y	Y			Y	γ		Y					
Income/Loss From House Property		1000.00		2000.00		Form 12C , in	case of Let out	property, and Possession	letter, if Home Loar	n is taken in the current ye	ar, are mandatory	
Let Out												
Annual Rent	Less: Property Tax Paid	Net Ar	nnual Value	Less: Stan (30%)	dard Deduction	Interest on H Loan	lousing	Pre-Construction Interest	Income from Property	Let-out House	Address of the Property	
Y	Y		Y		Y		Y	Y		Y	Y	,
35000.00	600	.00	34400.00		10320.	00	119000.00	0.0	00	-94920.00	Dno-3,	
1000.00	5	.00	995.00		298.	00	0.00	0.0	00	697.00	sdfaf	
131.00	0	.00	131.00		39.	00	0.00	0.0	00	92.00	dgs	
								Tot	al	-94131.00		



When the form is submitted, the Submit button will not be visible and Generate Form 12BB will be enabled, as shown in the previous screen.

On clicking this button, the File open dialog box appears with options to Open or Save the generated file. Click Open to view the file.

You have chosen to	open:	
🔁 Aes1000_Dec	laration.PDF	
which is: Adol	be Acrobat Document (8.6 KB)	
from: http://a	es365	
What should Firefor	x do with this file?	
Open with	Adobe Acrobat (default)	~
O Save File		
Do this <u>a</u> uto	matically for files like this from now on.	

1			OE0029_[Declaration.PDF - Adobe Acro	obat Pro			-	D ×
Eile	<u>E</u> dit <u>V</u> iew <u>W</u> indow <u>H</u> elp								×
7	Create - 🛛 🎦 📄 🖨 🖂	٢	🗩 🐶 💊 💫 🕓						11 A
	1 / 2 1 🔁 👄 +	1009	• • 🛱 🚇				Tools	Comment	Share
				FORM NO. 12BB					^
R			Statement showing particulars of	(See rule 26C) of claims by an employee for d	eduction of tax uno	der section 192			
Ø		1. Em 2. Nat	ployee Code me and address of the employee	OE0029 Kashiram Bhalekar Sejal Hari	ibhai Patel				
Ey.				,600119					
		3. Per 4. Fin	manent Account Number of the employee ancial year	2018-2019					
		SL No.	Nature of cla	im	Amount (Rs.)	Evidence / particulars			
		(1)	(2)		(3)	(4)			
I		1.	House Rent Allowance: (i) Rent paid to the landlord (ii) Name of the landlord :Piya (iii) Address of the landlord :		132000.00				
			(iv) Permanent Account Number of the l	landlord : BANPJ0987A					
			Note: Permanent Account Number shall be rent paid during the previous year exceeds	e furnished if the aggregate one lakh rupees					
		2.	Leave travel concessions or assistance		0.00				
		3.	Deduction of interest on borrowing:						
			 Interest payable/paid to the lender: 		154520.00				
		1	(ii) Name of the lender : HDFC						

Generated Form12BB report

Referring Past year claims

Financial year drop down given at the top of the page. By this employee can refer to last year's declaration for comparison, which makes easier for the employee review the data instead referring to PDF's or Excel.

Tax Declaration			
Financial Year* 2018-2019 🔽 Info			
Employee Name: Sandeep GANDHI Sandeep GA	NDHI (Aes1000) Gender: Female	Financial Year. 01-Apr-2018 to 31-Mar-2019	PAN No:
Investment Rent Declaration Self Occupie	d Let Out Verify		
Y			
E SECTION 80C			
Deductions U/S 80CCC			
14 Jeevan Suraksha (0.00)	0.00 0.00	0.00 0.00	Document
+ Deductions U/S 80CCD(1)			
+ - Deductions U/S 80 CCG			
+ Deductions U/S 80 D			
Deductions U/S 80 DD			
+ Deductions U/S 80 TTA			
Deductions U/S 80 LL			
+ Perquisites			
Oeductions From Gross Salary			
+ Others			
			Go to Next

Save Reset

What if employee wrongly declared the entry?

Pull back tax declaration. – If employee wrongly submitted the tax details, he can pull back the transaction and re submit. This makes system easy so that, employee no need to request the approver to reject. This is one of the useful functionality being appreciated by our customers

Pullback form		Tax Declaration (1)						
				De	J ₩ 👢			
	Employee Id	Name of the Employee	Tax From	Тах То				
	Y	Y	Y	Y				
Z	OE0029	Bhimrao V Waghmare	01 Apr 2018	31 Mar 2019				
Comments*		Rent declation amount wrongly given						

Tax declaration – Approvals

Approver can do correction directly during approval. This also makes the life easier, instead of rejecting and asking employee to resubmit.

						* - Mandatory
Pending Fo	orm Names	(Tax Declaration (1)			
	Employee Id	Name of the Employee	Tax From	Тах То	Raised On	
	Y	Υ	Y	Y	Y III	
•	OE0022	Ravinder Singh Shani	01 Apr 2018	31 Mar 2019	2019-Feb-18 16:59	
Comments	*	ſ				
		(Approve Reject Reset			

1	Tax Declaration												
Fin	ancia	al Year* 2018-2019 V Employe	e Name: Bhimrao V Wagh	imare (OE0029)	Financial Year. 01-Apr-20	018 to 31-Mar-2019	PAN No:						
Investment Rent Declaration Self Occupied Let Out													
	#.	Investment Type	Previous Declaration Amount	Declaration Amount	Previous Proof Amount	Proof Amount	View Document	Remarks	Audit				
		Y											
SECTION 80C													
	1	Infra Structure Bonds (0.00)	15000.00	15000.00	15000.00	15000.00	View 2 Document						
	2	Housing Loan Principle (0.00)	12.00	12.00	42563.00	42563.00	View 3 Document	[
	3	Children Education Expenses (0.00)	12700.00	12700.00	12700.00	12700.00	View Document	[
	4	PPF (150000.00)	25000.00	25000.00	25000.00	25000.00	<u>View</u> Document						
	5	ELSS (0.00)	12300.00	12300.00	12300.00	12300.00	View Document						
	6	Mutual Fund (0.00)	42000 00	42000.00		42000 00	View	ſ					
Kno	Save Reset approved Comments:* Approve Back Reject												

Adrenalin eSystems Limited

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