

VISVA-BHARATI  
SANTINIKETAN  
ACCOUNTS OFFICE

**NOTIFICATION**

In continuation to our earlier notification vide memo no. Act/2021-22 dated 22/09/2021, this is to convey to all concerned that the date of submission of **Declaration Form (Income Tax)** for the financial year 2021-22, has been extended upto 30<sup>th</sup> November, 2021.

The subject and other information of the issued Circular vide memo no. Act/2021-22 dated 22/09/2021, remains unaltered.

A photocopy of the Circular, issued by the undersigned vide memo no. Act/2021-22 dated 22/09/2021 is enclosed herewith for ready references.

Memo No. Act/2021-22/  
Dated:- 03-11-2021

Joint Registrar (Accounts)  
Visva-Bharati

Accounts Officer / Joint Registrar  
Visva-Bharati, Santiniketan

**Copy to:**

1. Finance Officer
2. Internal Audit Officer
3. PA to Registrar
4. CS to VC
- ✓ 5. University Webmaster- with a request to upload on University Website.



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SANTINIKETAN

ACCOUNTS OFFICE

**C I R C U L A R**

In order to enable this office to calculate and deduct applicable Income Tax from salaries/pension for the year 2021-22, the staff members /pensioner of Visva-Bharati whose net annual income (Salary/ pension income and income from other sources) exceeds maximum exemption limit i.e. Rs. 2,50,000/- for the financial year 2021-22 are required to furnish declaration of savings that qualifies for deduction under Chapter VIA of the Income Tax Act in the enclosed proforma. A valid proof of all savings should be enclosed with the declaration.

Duly filled in declaration forms with a photocopy of PAN Card should reach this office latest by 5<sup>th</sup> November 2021.

In case of employees/ pensioner whose annual income exceeds Rs. 2,50,000/- and they fail to submit a copy of their PAN Card and savings declaration, then Income Tax will be deducted as per applicable rates from their salary/ pension.

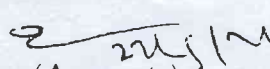
Employees who opt for new scheme of Income Tax u/s 115BAC has to submit attached declaration (Page – 3) only.

This is for information of all concerned.

Memo No. Act/2021-22/  
Dated:- 22-09-2021

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