

**Data Sheet**

**Details required for Filing Income Tax Returns for the Financial Year 2015-16**

1	Employee Code -			
2	First Name (Name of Employee)			
3	Middle Name			
4	Sur Name/Last Name			
5	Father's Name			
6	Mother's Name			
7	Permanent Account Number( Attach copy of PAN card)SCAN COPY is ok			
8	Date of Birth			
9	Gender			
10	RESIDENTIAL STATUS FOR INCOME TAX PURPOSE FOR THE FINANCIAL YEAR			
11	Residential Address <b>with Pincode</b>			
12	Contact Number/Mobile & Landline with STD code			
13	Personal Mail Id			
14	Any Other income to be declared now including bank interest ( savings A/c or FD interest ) other than Salary			
15	Any Tax Saving instruments omitted in Form 16 to be claimed now- to enclose document			
16	Whether you have claimed house property loss for more than one property in computation of TDS(if yes please mentioned the full address of those House Properties			
17	<b>please give following details of your Individual Savings Account Bank details - This is mandatory for all</b>			
	<b>* Total no of savings account</b>	<b>Name of Bank</b>	<b>IFSC code</b>	<b>Account Number</b>
	Bank 1 - Name			
	<b>* Total no of current account</b>			
a	Name of the bank to which tax amount to be refunded in case of refund			
b	Bank Account Number			
c	IFSC Code of the Branch of Bank (11 digits)			
e	Address of the Bank Branch			
18	<b>In case you have already registered for online return filing pl. give the User ID and Password</b>			
19	<b>In case if you have already filed through ABS online mode for last financial year, please mention the same</b>			