

**STEEL AUTHORITY OF INDIA LIMITED**  
**SAIL Refractory Unit**

**Application for Income-tax exemption for payment of deemed LTC/LLTC fare**

Block Year: 

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LTC/LLTC for: 20\_\_ - 20\_\_ Self/Family/Self & family (Mark whichever is applicable)

**1. PARTICULARS OF EXECUTIVE**

Name			
Designation		SAIL Personal No	
Department		Department Code	
Grade		Date of Joining	

**2. DETAILS OF FAMILY MEMBERS INCLUDING SELF**

	Name	Relationship	Age
i.			
ii.			
iii.			
iv.			
v.			
vi.			
vii.	<b>Total No of Persons:</b>		

**3. Eligible Amount for Income Tax exemption**

Category of Employee	Deemed LTC fare per Person(Round Trip)	Total Deemed LTC fare(Round Trip) III= II x 2.vii	Maximum Permissible Expenditure IV= III x 3	Actual Expenditure V	Income -tax exemption (1/3 of IV or V whichever is less )
I	II				

I hereby declare the following:

1. The GST on purchased goods and or services is not less than 12%
2. The period of purchase is within the period of 12.10.2020 to 31.03.2021
3. The payment has been made in digital mode
4. The Tax invoice(s) is in my name or in the names of my family members
5. I have\_\_\_\_\_ unavailed LTC/LLTC for the Block Year 2018-21
6. I have submitted self attested photocopy of Tax Invoices and the details in Annexure-II
7. I shall produce the Original bills on demand

Date:

Signature of Executive

Signature and Seal of Controlling Officer      Signature and Seal of Sanctioning Authority

**To be used by Personnel Department**

The claim is admissible for the Block Year \_\_\_\_\_ in respect of Shri/Smt./Ms \_\_\_\_\_  
Personal/Staff No. \_\_\_\_\_

Date:

Signature and Seal of Personnel Officer

**To be used by Finance Department**

Amount Admissible for Tax Exemption:

Signature of Finance Officer

