

INDIAN INSTITUTE OF SPICES RESEARCH
MARIKUNNU P.O, CALICUT – 12

F.No. (IT)/11-Bills


Dated 24-01-2012

CIRCULAR

All income tax payers of this Institute are requested to furnish the following documents to this office on or before **15-02-2012** for calculation of IT for the year 2011-12

1. The claim for Children Education Allowance as it is taxable with exemption of Rs. 1200/- per child per annum.
2. The copy of medical insurance renewed.
3. The details of investments like LIC, PLI, mutual funds, etc other than through salary deduction.
4. Any other additions/deletions pertaining to income tax calculation

In most of the cases, the IT was calculated based on the information given in the previous year. Those who have already submitted the above documents need not furnish again. All others are requested to provide the details at the earliest.


(C. Venugopalan)
Asst. Admn. Officer

For circulation to: All concerned (through intranet)