



Silver Jubilee Year 1982 - 2007

பாரதியார் பல்கலைக்கழகம்
BHARATHIAR UNIVERSITY

COIMBATORE - 641 046

Estd. by Tamilnadu State Legislature under Bharathiar University Act, 1981 (Tamilnadu Act No.1 of 1982)

State University

Accredited with 'A' Grade by NAAC

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From

To

THE REGISTRAR,
Bharathiar University,
Coimbatore 641 046.

All Heads of Department,
All Academic/Administrative Staff Members,
Bharathiar University, Coimbatore 46.

Ref.No.FO/A5/I.T./2017

Date: 27.10.2017

Sir/Madam,

Sub: Income Tax – TDS – Financial year 2017-18 – reg.

The Final Installment of Income tax for the year 2017-18 will be deducted at source as statutory. It is informed that, the staff who are drawing the Gross Income of **Rs.22,000/- p.m.** and above have to submit duly filled in worksheet (in duplicate) along with necessary evidence to Finance Section **on or before 15.11.2017 without fail.**

It is informed that **Honorarium and Remuneration** if any received by the staff during the year 2017-18 should compulsorily be noted in the working sheet with supportive evidence. The copies of evidences for income-tax deductions under Sec.80C, 80CCC, 80CCD, 80D etc. will compulsorily be enclosed with the work sheet.

Tentative Worksheet form can be collect from the Finance Section on or after **3rd November 2017.**

The salary for the month of **February 2018** will be claimed and paid only after submission of the income-tax work sheet on or before **15.11.2017.**

This may be circulated among the staff members working in your Department/Section.

B.V.L.
27.10.17
REGISTRAR