



1961 - 2021

శ్రీ వేంకటేశ్వర కళాశాల  
Sri Venkateswara College  
(University of Delhi)  
NAAC 'A' Accredited

Prof. C. Sheela Reddy  
Principal

Ref No : SVC/Accounts/2021/

Dated 18.10.2021

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To,

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Dear \_\_\_\_\_

Please find enclosed a prescribed proforma for furnishing the Life certificate, non-employment certificate, relating to payment of your pension.

The proforma may please be duly filled in and signed by the appropriate authority as specified and send the same to the “Principal Sri Venkateswara College, Dhaula Kuan, New Delhi – 110021”, on or before 18<sup>th</sup> November, 2021 so as enable the College to make timely payment of your monthly pension. In case, you have already submitted the required certificate, you may ignore the letter.

If you have done savings for income tax for the financial year 2021-22 (Assessment year 2022-23) you can fill the Form 12BB (copy enclosed) and send it along with life certificate.

Thanking you,

Yours sincerely,

*C. Sheela Reddy*  
PRINCIPAL

Encl : as above

Copy to Individual Pensioner/File/M.F.



**FORM NO.12BB**

(See rule 26C)

New/Old Tax Regime	
1. Name and address of the employee:	
2. Permanent Account Number of the employee:	
3. Financial year:	2021-22 (Assessment Year 2022-23)

**Details of claims and evidence thereof**

Sl No.	Nature of claim	Amount (Rs.)	Evidence / particulars
(1)	(2)	(3)	(4)
1	House Rent Allowance:  (i) Rent paid to the landlord (ii) Name of the landlord (iii) Address of the landlord (iv) Permanent Account Number of the landlord  Note: Permanent Account Number shall be furnished if the aggregate rent paid during the previous year exceeds one lakh rupees		
2	Leave travel concessions or assistance		
3	Deduction of interest on borrowing: (i) Interest payable/paid to the lender (ii) Name of the lender (iii) Address of the lender (iv) Permanent Account Number of the lender (a) Financial Institutions(if available) (b) Employer(if available)		
4	Deduction under Chapter VI-A (A) Section 80C,80CCC and 80CCD (i) Section 80C (a) Provident Fund (b) P.P.F. (c) LIC (d) GIC (e) Mutual Fund (f) House Building Loan (Principal) (g) ..... (h) ..... (i) ..... (ii) Section 80CCC (iii) Section 80CCD		



(B) Other sections (e.g. 80E, 80G, 80TTA, etc.)  
under Chapter VI-A.

(i) section 80(D) Mediciam

(ii) section 80(G) Donation

(iii) section.....

(iv) section.....

(v) section.....

Verification

I,.....,son/daughter of..... do hereby certify that the  
information given above is complete and correct.

Place.....

Date.....

Designation .....

(Signature of the employee)

Full Name



**CERTIFICATE TO BE SUBMITTED BY PENSIONER  
LIFE CERTIFICATE**  
(To be furnished by Pensioner /Family Pensioner)

Affix Recent  
Photograph  
To be attested  
by a Gazetted  
Authorised  
Officer

Certified that I have seen the Pensioner/Family Pensioner Sh./Smt .....  
husband /wife/son/daughter of Shri/Shrimati .....  
Retired on ..... from S.V. College, Dhaula Kuan, New Delhi -  
110021 University of Delhi, holder of Pension from the S.V. College (University of Delhi)  
and that he/she is alive on this date.

Place.....

Name.....

Date.....

Designation.....

\* Authorised Officer.....

*\* Gazetted Officer/Manager of Nationalised Bank or any other Officer not below the Rank of Mandal Officers/Tehsildar of the area where pensioner is living. The Pensioner could also present in person before the Principal for complying with the verification of certificates.*

**NON-EMPLOYEMENT CERTIFICATE**  
(Applicable in the case of Pensioner/Family Pensioner)

\* I declare that I have not received any remuneration for serving in any capacity in any establishment of the Central Government/State Government, the University or its affiliated Colleges, Central Autonomous bodies, Central/State Sector Undertakings, R.B.I. Nationalised Banks/L.I.C./G.I.C. etc. during the period November to October 20.....

\* I declare that I have been employed/re-employed in the office of .....  
..... and was in receipt of the following emoluments during  
the period.

My Saving Bank A/c No. with you is Lgr. No..... A/c No.....

Signature.....

Name of the Pensioner.....

PAN No.....

Permanent Address.....  
.....  
.....

Date of Birth.....

Telephone/Mobile No.....

AADHAAR NO.....

\*Delete whichever is not applicable