

इंस्टिट्यूट ऑफ़ होम इकोनॉमिक्स  
दिल्ली विश्वविद्यालय

**INSTITUTE OF HOME ECONOMICS**  
**(UNIVERSITY OF DELHI)**

07<sup>th</sup> Nov, 2023

**INCOME TAX NOTICE**

All the staff members, including Pensioners are required to submit investment documents for the Financial Year 2023-24 for Income Tax calculation purposes. These documents must be submitted to the Administration Department by 30<sup>th</sup> Nov, 2023, otherwise the employee will be responsible for any extra deduction of Income Tax from the salary paid in the financial year 2023-24.

Employees ~~who~~ wishing to avail exemption for HRA and Home Loan are required to submit self-attested Original Rent Receipts/Home Loan documents for income tax rebates for the year 2023-24 and also to submit a copy of rent agreement and proof of residence/ a copy of the house registry for which the rent receipt/Home Loan documents are submitted for Income Tax calculation purposes. Please note that undertakings will not be accepted at any stage. **(Documents will not be accepted after the due date)**

*PA Arora*  
*7.11.23*

Officiating Director  
Prof. (Dr.) Renu Arora

**Prof. (Dr.) Renu Arora**  
**Officiating Director**  
**Institute of Home Economics**  
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