

AVS & Associates

ITR FILING – REQUIREMENTS FOR SALARIED & NON-AUDIT INDIVIDUALS

Documents Required

1. **Salary Slips** & Form 16 (*if salary income*)
2. **Contract copy** (*if any contractual income*)
3. **Bank Statement.** (*1st April 2021 to 31st March 2022*)
4. **Interest Certificate** from banks/Post Office (*interest on FD or savings*)
5. Documentary proof of Purchase/Sale of **Investments/Assets** (*e.g. Shares, Bonds, Fixed Assets, etc.*)
6. Documents for **business income** (*if applicable*)
7. **Dividend Certificate** or e-mail received from the company regarding dividend (*if dividend income*).
8. **Home loan** Statement and Repayment Schedule from Bank/NBFC (if any)
9. Education loan statement and repayment Schedule from Bank (if any)
10. **Rental Receipts/ Rent agreement** (if income from house property) (if rent paid)
11. **Donation Receipts** (if any)
12. **Bills of Medical Expenses** done for parents
13. Documentary proofs to claim Deductions under **Section 80D.** (Health Insurance Premium Paid for self, spouse, children & parents)
14. Documentary proof for **Tax Saving Investments/Expenses** [u/s 80C, 80CCC & 80CCD (1)]: - EPF, PPF, Life insurance premium, Fee Receipts of children etc.
15. if any other income documents which are not listed above.