

**FORM OF RETURN OF INCOME UNDER THE INCOME TAX
ORDINANCE, 1984 (XXXVI OF 1984)**

IT-11GA

**FOR INDIVIDUAL AND OTHER TAXPAYERS
(OTHER THAN COMPANY)**

**Be a Respectable Taxpayer
Submit return in due time
Avoid penalty**

**Photograph of
the Assessee**
[to be attested on
the photograph]

Put the tick (✓) mark wherever applicable

| | | |
|-------------|-----------------------|---------------|
| Self | Universal Self | Normal |
|-------------|-----------------------|---------------|

1. Name of the Assessee:

2. National ID No (if any) :

3. UTIN (if any):

| | | | | | | | | | | | |
|--|--|--|---|--|--|--|---|--|--|--|--|
| | | | - | | | | - | | | | |
|--|--|--|---|--|--|--|---|--|--|--|--|

4. TIN:

| | | | | | | | | | | | |
|--|--|--|---|--|--|--|---|--|--|--|--|
| | | | - | | | | - | | | | |
|--|--|--|---|--|--|--|---|--|--|--|--|

5. (a) Circle: (b) Taxes Zone:

6. Assessment Year: 7. Residential Status: Resident /Non-resident

8. Status: Individual Firm Association of Persons Hindu Undivided Family

9. Name of the employer/business (where applicable):

10. Wife/Husband's Name (if assessee, please mention TIN):

11. Father's Name:

12. Mother's Name:

13. Date of Birth (in case of individual) :

| | | | | | | | |
|--|--|--|--|--|--|--|--|
| | | | | | | | |
|--|--|--|--|--|--|--|--|

Day Month Year

14. Address (a) Present:
.....
.....

(b) Permanent:
.....
.....

15. Telephone: Office/Business Residential:

16. VAT Registration Number (if any):

Statement of income of the Assessee

Statement of income during the income year ended on

| Serial no. | Heads of Income | Amount in Taka |
|-------------------|---|-----------------------|
| 1 | Salaries : u/s 21 (as per schedule 1) | |
| 2 | Interest on Securities : u/s 22 | |
| 3 | Income from house property : u/s 24 (as per schedule 2) | |
| 4 | Agricultural income : u/s 26 | |
| 5 | Income from business or profession : u/s 28 | |
| 6 | Share of profit in a firm : | |
| 7 | Income of the spouse or minor child as applicable : u/s 43(4) | |
| 8 | Capital Gains : u/s 31 | |
| 9 | Income from other source : u/s 33 | |
| 10 | Total (serial no. 1 to 9) | |
| 11 | Foreign Income: | |
| 12 | Total income (serial no. 10 and 11) | |
| 13 | Tax leviable on total income | |
| 14 | Tax rebate: u/s 44(2)(b)(as per schedule 3) | |
| 15 | Tax payable (difference between serial no. 13 and 14) | |
| 16 | Tax Payments: (a) Tax deducted/collected at source (Please attach supporting documents/statement) Tk (b) Advance tax u/s 64/68 (Please attach challan) Tk (c) Tax paid on the basis of this return (u/s 74) (Please attach challan/pay order/bank draft/cheque)Tk (d) Adjustment of Tax Refund (if any) Tk Total of (a), (b), (c) and (d) | Tk. |
| 17 | Difference between serial no. 15 and 16 (if any) | |
| 18 | Tax exempted and Tax free income | Tk. |
| 19 | Income tax paid in the last assessment year | Tk. |

****If needed, please use separate sheet.***

Verification

I father/husband
 UTIN/TIN: solemnly declare that to the best of my knowledge and belief the information given in this return and statements and documents annexed herewith is correct and complete.

Place:

Date :

Signature

(Name in block letters)
 Designation and
 Seal (for other than individual)

SCHEDULES SHOWING DETAILS OF INCOME

Name of the Assessee: TIN

| | | | | | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| | | | | | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|

Schedule-1 (Salaries)

| Pay & Allowance | Amount of Income (Tk.) | Amount of exempted income (Tk.) | Net taxable income (Tk.) |
|--|------------------------|---------------------------------|--------------------------|
| Basic pay | | | |
| Special pay | | | |
| Dearness allowance | | | |
| Conveyance allowance | | | |
| House rent allowance | | | |
| Medical allowance | | | |
| Servant allowance | | | |
| Leave allowance | | | |
| Honorarium / Reward/ Fee | | | |
| Overtime allowance | | | |
| Bonus / Ex-gratia | | | |
| Other allowances | | | |
| Employer's contribution to Recognized Provident Fund | | | |
| Interest accrued on Recognized Provident Fund | | | |
| Deemed income for transport facility | | | |
| Deemed income for free furnished/unfurnished accommodation | | | |
| Other, if any (give detail) | | | |
| Net taxable income from salary | | | |

Schedule-2 (House Property income)

| Location and description of property | Particulars | Tk. | Tk. |
|--|--|-----|-----|
| | 1. Annual rental income | | |
| | 2. Claimed Expenses : | | |
| | Repair, Collection, etc. | | |
| | Municipal or Local Tax | | |
| | Land Revenue | | |
| | Interest on Loan/Mortgage/Capital Charge | | |
| | Insurance Premium | | |
| | Vacancy Allowance | | |
| | Other, if any | | |
| | Total = | | |
| 3. Net income (difference between item 1 and 2) | | | |

Schedule-3 (Investment tax credit)

(Section 44(2)(b) read with part 'B' of Sixth Schedule)

| | |
|---|----------|
| 1. Life insurance premium | Tk |
| 2. Contribution to deferred annuity | Tk |
| 3. Contribution to Provident Fund to which Provident Fund Act, 1925 applies | Tk |
| 4. Self contribution and employer's contribution to Recognized Provident Fund | Tk |
| 5. Contribution to Super Annuation Fund | Tk |
| 6. Investment in approved debenture or debenture stock, Stock or Shares | Tk |
| 7. Contribution to deposit pension scheme | Tk |
| 8. Contribution to Benevolent Fund and Group Insurance premium | Tk |
| 9. Contribution to Zakat Fund | Tk |
| 10. Others, if any (give details) | Tk |
| Total | Tk |

**Please attach certificates/documents of investment.*

List of documents furnished

| | |
|----|-----|
| 1. | 6. |
| 2. | 7. |
| 3. | 8. |
| 4. | 9. |
| 5. | 10. |

**Incomplete return is not acceptable*

Statement of Assets and Liabilities (as on)

Name of the Assessee: **TIN**

| | | | | | | | | | | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| | | | | | | | | | | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|

- | | | | |
|--|--------------------------|-------------------------|--|
| 1. (a) Business Capital (Closing balance) | Tk. | | |
| (b) Directors Shareholdings in Limited Companies (at cost) | Tk. | | |
| <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black;"><u>Name of Companies</u></td> <td style="width: 50%; border-bottom: 1px solid black;"><u>Number of shares</u></td> </tr> </table> | <u>Name of Companies</u> | <u>Number of shares</u> | |
| <u>Name of Companies</u> | <u>Number of shares</u> | | |

- | | |
|--|----------|
| 2. Non-Agricultural Property (at cost with legal expenses) : | Tk. |
| Land/House property (Description and location of property) | |

- | | |
|--|----------|
| 3. Agricultural Property (at cost with legal expenses) : | Tk. |
| Land (Total land and location of land property) | |

- | | |
|--|----------|
| 4. Investments: | |
| (a) Shares/Debentures | Tk. |
| (b) Saving Certificate/Unit Certificate/Bond | Tk. |
| (c) Prize bond/Savings Scheme | Tk. |
| (d) Loans given | Tk. |
| (e) Other Investment | Tk. |
| | Total = |
| | Tk. |

- | | |
|---|----------|
| 5. Motor Vehicles (at cost) : | Tk. |
| Type of motor vehicle and Registration number | |

- | | |
|---|----------|
| 6. Jewellery (quantity and cost) : | Tk. |
|---|----------|

- | | |
|---------------------------------|----------|
| 7. Furniture (at cost) : | Tk. |
|---------------------------------|----------|

- | | |
|--|----------|
| 8. Electronic Equipment (at cost) : | Tk. |
|--|----------|

- | | |
|--|----------|
| 9. Cash Asset Outside Business: | |
| (a) Cash in hand | Tk. |
| (b) Cash at bank | Tk. |
| (c) Other deposits | Tk. |
| | Total = |
| | Tk. |

B/F = Tk.

10. Any other assets Tk.
(With details)

Total Assets Tk.

11. Less Liabilities:

- (a) Mortgages secured on property or land Tk.
(b) Unsecured loans Tk.
(c) Bank loan Tk.
(d) Others Tk.

Total Liabilities Tk.

12. Net wealth as on last date of this income year Tk.
(Difference between total assets and total liabilities)

13. Net wealth as on last date of previous income year Tk.

14. Accretion in wealth (Difference between serial no. 12 and 13) Tk.

15. (a) Family Expenditure: (Total expenditure as per Form IT 10 BB) Tk.

(b) Number of dependant children of the family:

Adult

Child

16. Total Accretion of wealth (Total of serial 14 and 15) Tk.

17. Sources of Fund :

- (i) Shown Return Income Tk.
(ii) Tax exempted/Tax free Income Tk.
(iii) Other receipts Tk.

Total source of Fund = Tk.

18. Difference (Between serial 16 and 17) Tk.

I solemnly declare that to the best of my knowledge and belief the information given in the IT-10B is correct and complete.

Name & signature of the Assessee
Date

- *Assets and liabilities of self, spouse (if she/he is not an assessee), minor children and dependant(s) to be shown in the above statements.
If needed, please use separate sheet.

FORM

Form No. IT-10BB

Statement under section 75(2)(d)(i) and section 80 of the Income Tax Ordinance, 1984 (XXXVI of 1984) regarding particulars of life style

Name of the Assessee: **TIN**

| | | | | | | | | | | | |
|--|--|--|---|--|--|--|---|--|--|--|--|
| | | | - | | | | - | | | | |
|--|--|--|---|--|--|--|---|--|--|--|--|

| Serial No. | Particulars of Expenditure | Amount of Tk. | Comments |
|------------|---|---------------|----------|
| 1 | Personal and fooding expenses | Tk. | |
| 2 | Tax paid including deduction at source of the last financial year | Tk. | |
| 3 | Accommodation expenses | Tk. | |
| 4 | Transport expenses | Tk. | |
| 5 | Electricity Bill for residence | Tk. | |
| 6 | Wasa Bill for residence | Tk. | |
| 7 | Gas Bill for residence | Tk. | |
| 8 | Telephone Bill for residence | Tk. | |
| 9 | Education expenses for children | Tk. | |
| 10 | Personal expenses for Foreign travel | Tk. | |
| 11 | Festival and other special expenses, if any | Tk. | |
| | Total Expenditure | Tk. | |

I solemnly declare that to the best of my knowledge and belief the information given in the IT-10BB is correct and complete.

Name and signature of the Assessee
Date

**If needed, please use separate sheet.*

✂

Acknowledgement Receipt of Income Tax Return

Name of the Assessee: Assessment Year:

UTIN/TIN:

| | | | | | | | | | | | |
|--|--|--|---|--|--|--|---|--|--|--|--|
| | | | - | | | | - | | | | |
|--|--|--|---|--|--|--|---|--|--|--|--|

Circle: Taxes Zone

Instructions to fill up the Return Form

Instructions:

- (1) This return of income shall be signed and verified by the individual assessee or person as prescribed u/s 75 of the Income Tax Ordinance, 1984.
- (2) Enclose where applicable:
 - (a) Salary statement for salary income; Bank statement for interest; Certificate for interest on savings instruments; Rent agreement, receipts of municipal tax and land revenue, statement of house property loan interest, insurance premium for house property income; Statement of professional income as per IT Rule-8; Copy of assessment/ income statement and balance sheet for partnership income; Documents of capital gain; Dividend warrant for dividend income; Statement of other income; Documents in support of investments in savings certificates, LIP, DPS, Zakat, stock/share etc.
 - (b) Statement of income and expenditure; Manufacturing A/C, Trading and Profit & Loss A/C and Balance sheet;
 - (c) Depreciation chart claiming depreciation as per THIRD SCHEDULE of the Income Tax Ordinance, 1984;
 - (d) Computation of income according to Income tax Law;
- (3) Enclose separate statement for:
 - (a) Any income of the spouse of the assessee (if she/he is not an assessee), minor children and dependant;
 - (b) Tax exempted / tax free income.
- (4) Fulfillment of the conditions laid down in rule-38 is mandatory for submission of a return under "Self Assessment".
- (5) Documents furnished to support the declaration should be signed by the assessee or his/her authorized representative.
- (6) The assessee shall submit his/her photograph with return after every five year.
- (7) Furnish the following information:
 - (a) Name, address and TIN of the partners if the assessee is a firm;
 - (b) Name of firm, address and TIN if the assessee is a partner;
 - (c) Name of the company, address and TIN if the assessee is a director.
- (8) Assets and liabilities of self, spouse (if she/he is not an assessee), minor children and dependant(s) to be shown in the IT-10B.
- (9) Signature is mandatory for all the assessee or his/her authorized representative. For individual, signature is also mandatory in I.T-10B and I.T-10BB.
- (10) If needed, please use separate sheet.

✂.....

Total income shown in Return: Tk Tax paid: Tk

Net Wealth of Assessee : Tk

Date of receipt of return : Serial No. in return register

Nature of Return : Self Universal Self Normal

Signature of Receiving
officer with seal