**Salary Statement**

Mr. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Congratulations on your first job!

I fully understand your questions and apprehensions about income taxes and I will take a shot at addressing them.

There are a few terms you must understand before we go ahead -

* What’s your Tax Year or the ‘Previous Year’?
* Assessment Year
* What is Total Income on which you pay Tax?
* Income from Salary
* Income from House Property
* Income from Capital Gains
* Income from Business and Profession
* Income from other sources
* What is Tax Deducted Source?
**Basic pay: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Gross Pay**: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Net Pay: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
DA: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**House Rent Allowance:** **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Leave Travel Allowance \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Total Salary: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**