

From

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ (Employee)

To

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ (DDO)

Sir,

Sub: Submission of information (Both HRA & Housing Loan Claiming) Called –Regarding.

.....

I ( \_\_\_\_\_ ) am working as \_\_\_\_\_ in \_\_\_\_\_  
\_\_\_\_\_ of Guntur District. And I am asked to furnish information for the deficiency of claiming both Interest payable on amount borrowed on acquisition of House Property as well as exemptions for House Rent Allowance.

In this connection I submit that I have acquired a flat at \_\_\_\_\_ and I cant not occupy the same by the reason of the fact that owing to my employment, I am staying in a rented premise at \_\_\_\_\_ (Rented Place) and paying rent for the same. The flat which I owned at \_\_\_\_\_ ( Flat Place) is being my dependent parents and No Other benefit is derived from the above property.

Therefore the income under the Head House Property would be NIL as per section 23(2)(b) of the Income Tax Act, 1961 and I am entitled to claim as deduction under section 24, the interest payable on such borrowings for the purpose of the acquiring the residential flat at \_\_\_\_\_.

As I am staying in a rented premises at \_\_\_\_\_ I am also entitled to claim exemption of House Rent Allowance under Section 10(13A) of the Income Tax Act, 1961.

Therefore I request you to allow my claim of both Interests on Housing Loan and House Rent Allowance.

Thanking you,

Yours faithfully,

Place: \_\_\_\_\_,

Date: \_\_\_\_\_.

Note: Rented House in Place of Employmnt and Own House in Different Place.