

**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

<b>Self</b>	<b>Universal Self</b>	<b>Normal</b>
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1. Name of the Assessee: .....

2. National ID No (if any) : .....

3. UTIN (if any): 

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4. TIN: 

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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) : 

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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 .....**

<b>Serial no.</b>	<b>Heads of Income</b>	<b>Amount in Taka</b>
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 

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**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 

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1. (a) **Business Capital** (Closing balance) Tk. ....  
 (b) **Directors Shareholdings in Limited Companies (at cost)** Tk. ....  
     Name of Companies      Number of shares
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 

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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.	
	<b>Total Expenditure</b>	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: 

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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