

FORM NO. 2
[See rule 12(1)(b)(i) of Income-tax Rules, 1962]
RETURN OF INCOME

SARAL ITS-2

For non-corporate assessee not claiming exemption u/s 11 and having income from business or profession) Please follow instructions and fill in relevant schedules. PAN must be quoted. Use block letters only.				ACKNOWLEDGEMENT																																			
1. PERMANENT ACCOUNT NUMBER (If not applied for or not allotted, enclose Form 49A) 2. NAME (Last name/Surname, First name, Middle name in that order**)				Receipt No. Date 																																			
3. ADDRESS FOR COMMUNICATION (A. RESIDENCE** Or B. OFFICE)) (Flat No./Door/House No., Premises, Road, Locality/Village, Town/ District, State/Union Territory in that Order)				Seal and Signature of Receiving Official 																																			
PIN TELEPHONE 				8. WARD/CIRCLE/SPL. RANGE 																																			
FAX, IF ANY 4. Sex ** (M/F)				9. ASSESSMENT YEAR - 																																			
5. DATE OF BIRTH/FORMATION (DD-MM-YYYY) 6. STATUS* 				10. RESIDENTIAL STATUS* 																																			
7. IS THERE ANY CHANGE IN ADDRESS ? Yes No If yes, whether A. Residence** or B. Office 				11. U/S 139/142/148 																																			
COMPUTATION OF TOTAL INCOME (in Rs.)				STATEMENT OF TAXES																																			
(Sch.)				(Sch.)																																			
15. Salaries (G-1A) 701				25. Tax on total income (H-2) 810																																			
16. Income from house property (G-1B) 702				26. Rebate u/s 88/88B/88C (H-3) 820																																			
17. Profits and gains of business or profession (G-1C) 703				27. Surcharge (H-6) 828																																			
18. Capital gains :				28. Tax payable (H-7) 832																																			
a. Short-term (G-1D(i)) 704				29. Relief u/s 89/90/91 (H-8) 837																																			
b. Long-term (G-1D(ii)) 705				30. Balance tax payable (H-9) 841																																			
19. Income from other sources (G-1E) 706				31. Tax deducted / collected at source (H-13B) 873																																			
20. Gross total income (G-3) 746				32. Advance tax paid (H-13A) 862																																			
21. Deductions Ch-VI-A (G-4) 747				33. Interest payable u/s 234A/234B/234C (H-10) 846																																			
22. Total income (G-5) 760				34. Self-assessment tax (H-13C) 875																																			
in words				35. Tax and interest payable (H-15) 893																																			
23. Net agricultural income for rate Purposes/any other income (G-7) 767				36. Refund due, if any (H-16) 895																																			
24. Income claimed exempt (I-11) 125																																							
37. DETAILS OF BANK ACCOUNT(S)/CREDIT CARD AND OTHER PARTICULARS AS PER SCHEDULE – I																																							
38. NO. OF DOCUMENTS/STATEMENTS ATTACHED																																							
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 10%;">a.</th> <th style="width: 40%;">Description</th> <th style="width: 10%;">In Figures</th> <th style="width: 10%;">In Words</th> <th style="width: 10%;">d.</th> <th style="width: 40%;">Description</th> <th style="width: 10%;">In Figures</th> <th style="width: 10%;">In Words</th> </tr> <tr> <td></td> <td>Statement of taxable income/tax</td> <td></td> <td></td> <td></td> <td>TDS Certificates</td> <td></td> <td></td> </tr> <tr> <td></td> <td>Audit report</td> <td></td> <td></td> <td></td> <td>Challans</td> <td></td> <td></td> </tr> <tr> <td></td> <td>Statements of A/c</td> <td></td> <td></td> <td></td> <td>Others</td> <td></td> <td></td> </tr> </table>								a.	Description	In Figures	In Words	d.	Description	In Figures	In Words		Statement of taxable income/tax				TDS Certificates				Audit report				Challans				Statements of A/c				Others		
a.	Description	In Figures	In Words	d.	Description	In Figures	In Words																																
	Statement of taxable income/tax				TDS Certificates																																		
	Audit report				Challans																																		
	Statements of A/c				Others																																		

VERIFICATION***

I, _____ (full name in block letters), son/daughter of _____ solemnly declare that to the best of my knowledge and belief, the information given in this return and the schedules and statements accompanying it is correct and complete, and that the amount of total income and other particulars shown therein are truly stated and are in accordance with the provisions of the Income-tax Act, 1961, in respect of income chargeable to income-tax for the previous year relevant to the assessment year

I further declare that I am making this return in my capacity as _____ and I am also competent to make this return and verify it.

Date :

Place :

Name

Signature

*Fill in code as mentioned in instructions ** In case of Individuals

*** Any person making a false statement in the return or the accompanying schedules or statements shall be liable to be prosecuted under section 277 of the Income-tax Act, 1961 and on conviction be punishable under that section with rigorous imprisonment and with fine.

SCHEDULE - A. SALARIES

In case of more than one employment, please state the aggregate of salary etc., against the relevant items.

Whether in the employment of Government ? ☐ Yes ☐ No

Name of the Employer

Address of the Employer

		Amount	Code	Amount	
1.	Salary (including all allowances)		201		
2.	Less : Allowances exempt u/s 10				
(a)	House Rent Allowance as per Rules				
(b)					
(c)					
(d)					
(e)					
(f)					
(g)					
(h)					
(i)					
(j)					
(k)					
3.	Total of 2 above		202		
4.	Balance (1-3)		203		
5.	Add : value of perquisite(s), and/or profits in lieu of salary (See S. 17)				
(a)	Rent free accommodation as per Rules				
(b)	Conveyance as per Rules				
(c)					
(d)					
(e)					
(f)					
(g)					
(h)					
(i)					
(j)					
(k)					
6.	Total of 5 above		204		
7.	Total (4 + 6)		205		
8.	Less : Deductions claimed u/s 16				
(a)	Standard deduction [S 16(i)]		206		

(b)
(c)
(d)

[illegible]

9.	Total of 8 above	207	
10.	Income chargeable under the head "Salaries" (7-9)	220	

SCHEDULE - B. INCOME FROM HOUSE PROPERTY

In case of more than one house property, compute the income from each property on a separate sheet (to be attached to the return) and mention the aggregate figure against item No. 16

1.	Number of sheets		(in case of more than one property) Sheet No.	
	301		302	

2. Address of the property
(Flat No./Door/House No., Premises, Road, Locality/Village, Town/District, State/Union Territory in that order)

[illegible]

PIN

3. State whether the above-mentioned property is

303 Self-occupied ☐ or Let out ☐ or Unoccupied ☐ (Please tick as applicable)

4. Built-up area (in square metre) 304	Area of land appurtenant (in square metre) 305	Annual lettable value 306

Amount

5. Annual lettable value/Annual rent received or receivable (whichever is higher) 307

6. Less : Deduction claimed u/s 23

(a) Taxes actually paid to local authority

(b)
(c)
(d)
(e)
(f)
(g)
(h)
(i)
(j)
(k)

7.	Total of 6 above	312
8.	Balance (5-7)	313
9.	Less : Deductions claimed u/s 24	

(a) Repairs and collection

(b)
(c)
(d)
(e)
(f)
(g)
(h)
(i)
(j)
(k)

[illegible]

10.	Total of 9 above	325
11.	Balance (8-10)	330
12.	Unrealised rent received in the year (u/s 25A)	331
13.	(a) Amount of 332 arrears of rent received in the year u/s 25B	
	(b) Less : Deduction 333 admissible u/s 25B (¼th of arrear rent received)	
14.	Income chargeable under section 25B [13(a) - 13(b)]	340
15.	Balance (11 + 12 + 14)	341
16.	Total of 15 (in case of more than one property, give total of all sheets)	350
17.	Income chargeable under the head "Income from house property" (16)	399

(I) GENERAL

1.	Nature of business or profession :				
	Manufacturing	501	Trading	502	Manufacturing-cum-trading
	Services	504	Profession	505	Other
2.	No. of branches		Attach list with full address(es)		
3.	Method of accounting		507	Mercantile	Cash
4.	Is there any change in method of accounting ?		Yes	No	
5.	If yes, state the change				
6.	Method of valuation of stock				
7.	Is there any change in stock valuation method ?		Yes	No	
8.	If yes, state the change				

- | | | | |
|------------|---|-----|----|
| 9. | Are you liable to maintain accounts as per Section 44AA ? | Yes | No |
| 10. | Are you liable to tax audit u/s 44AB(a)/(b) ? | Yes | No |
| 11. | Are you liable to tax audit u/s 44AB(c) read with Section 44AD/44AE/44AF ? | Yes | No |
| 12. | If answer to item 10 or 11 is 'yes', have you got the accounts audited before the specified date ? | Yes | No |
| 13. | If yes, whether audit report is furnished ?
If yes, give receipt No.
and date of filing the same (also attach a copy) | Yes | No |

(II) COMPUTATION OF INCOME FROM BUSINESS OR PROFESSION OTHER THAN SPECULATION BUSINESS

(In case you have more than one business or profession and maintain separate books of account, attach separate sheet(s) giving computation for each such business or profession and show the aggregate figures against various items)

- | | | |
|-----|--|-----|
| 14. | Net profit or loss as per consolidated profit and loss Account | 510 |
| 15. | Add : Adjustment on account of change in method of account and/or valuation of stock | 511 |
| | | 512 |

For assessee having income covered u/s 44AD/44AE/44AF :—

- 16.** (i) *Deduct/Add* - Profit/loss of business (es) included in 14 under the section indicated below, if answer to any of 9, 11, 12 or 13 above is 'No.'

[illegible]

(ii) In case you were engaged in the business of civil construction or supply of labour for civil construction mentioned in Section 44AD.

- | | | |
|-----|--|-----|
| (a) | Gross Receipts | 522 |
| (b) | Deemed profit @ 8%
of gross receipt | 523 |
| (c) | Add : Higher of the | |

Amounts mentioned
in
items 16(i)(a) and
16(ii)(b)

524

525

(iii) In case you owned not more than 10 goods carriages and were engaged in the business of plying, hiring or leasing of such carriages as mentioned in Section 44AE.

		No. of Vehicles/ Carriages	No. of months during which owned	Deemed profit u/s 44AE
(a)	heavy goods vehicle			
(b)	other goods carriages			
	Total			

(c) Add : Higher of the amount mentioned in
16(i)(b) and the amount determined
above as deemed profit u/s 44AE

530

531

(iv) In case you were engaged in the business of retail trade in any goods or merchandise, the total turnover on account of which did not exceed forty lakh rupees, as mentioned in Section 44AF :—

(a) Total turnover on
account of such
Business

532

(b) Deemed profit at rate
of 5% of turnover

533

(c) Add : Higher of the amounts mentioned
in

16(i)(c) and 16(iv)(b)

540

541

17. Deduct - Amount of exempt income included in 14,
being :

(i) Share of income from firm(s)
exempt

u/s 10(2A)

542

(ii) Share of income from
AOP/BOI

543

(iii) Any other income exempt from
tax

(specify the section)

544

Total

550

551

18. Is Section 10A/10B/10C applicable in your case ?

Yes

No

If 'yes', have you opted out by filing declaration
prescribed

Yes

No

u/s 10A(8)/10B(8)/10C(6) ?

If 'no', furnish the following information—

Section	Year Number	Amount claimed deductible/not includible in total income

Total

552

Deduct : Amount claimed deductible/not includible in total
income,

as arrived at

553

19. Add : Income(s) specified in Section 28(i) to 28(vi) not included in 14 560 561

20. Add : Deemed income(s) u/ss 33AB, 33ABA, 35ABB, 41, 72A, 80HHD, 80-IA etc., not included in 14 above

Section	Amount

Total 564

565

21. Deduct : Allowances u/ss 35A, 35AB, 35ABB, 35D, 35E etc.

Section	Ybear No.	Instalment	Amount debited in A/cs	Amount allowable

Total 568

569

22. Add : Adjustments on account of profit includible u/ss 44B, 44BB and 44BBA 570 571

23. Add/deduct : Adjustments in accordance with Sections 28 to 44D, if any necessary

Section	Amount

Total 572

573

24. Add/deduct :
Adjustment on account of current depreciation debited in books of account, and as allowable as per the Act 574 575

25. Add/deduct :
Adjustment on a/c of scientific research expenses u/s35(1)(iv), if any 576 577

26. Profits and gains of business or profession other than speculation Business 578

(III) COMPUTATION OF INCOME FROM SPECULATION BUSINESS

27. Profit/loss from speculation business 580

28. Add/deduct :
Adjustments in accordance with Sections 28 to 44D, if any necessary

Section	Amount

29. Balance-Profit from speculation business
(27 - 28) [If this figure is negative, it shall be shown against 35(i) below] 584
30. *Deduct* : Loss if any, of business and Profession, at 26 above to the extent speculation profit is available [the resultant negative figure, if any shall be shown against 35(ii) below] 585
31. Balance (29-30) 586
32. *Deduct* : Brought Forward speculation loss, if any 587
33. Balance-income or loss from speculation (31-32) [if this figure is negative, it shall be shown against 35(i) below and not considered in 34] 588
34. Income chargeable under the head "Profits and gains of business or profession" including speculation (26 + 33) 599
35. Current year's losses remaining unadjusted :
(i) Speculation loss, i.e., the negative figure, if any, at 29 or 33 591
(ii) Loss from business or profession after set off against current year's speculation profit at 30 above. 592
- (The above negative figure(s) shall be shown in Schedule F. 1 to F. 3)

SCHEDULE D. CAPITAL GAINS

(Separate sheets may be used and attached to the return in case of more than one short-term/long-term asset. The aggregate figure may be shown against item No. 14 indexed cost of acquisition and improvement, wherever considered necessary may be shown against item No. 7.)

A. Short-term Asset				B. Long-term Asset			
1.	Number of sheets 601	(in case of more than one asset only)		Sheet No.	602		
2.	Particulars of asset Transferred	603			653		
3.	Date of Acquisition (DD-MM-YYYY)	604	- -		654	- -	
4.	Date of transfer (DD-MM-YYYY)	605			655		
5.	Mode of transfer	606			656		
6.	Full value of consideration	607			657		

(i) cost of acquisition

659

660

661

[illegible][illegible][illegible][illegible]

680

[illegible][illegible]

15. Deemed Short term capital gain on depreciable assets (Sec. 50) 643

16. Particulars of transfer claimed exempt u/s 47 :

Nature of asset	Date of transfer	Amount/ Value	Relevant clause of section 47

[illegible][illegible]

	Upto 15/6	16/6 to 15/9	16/9 to 15/12	16/12 to 15/3	16/3 to 31/3
	Rs.	Rs.	Rs.	Rs.	Rs.
Short-term					
Long-term					

Code	Amount	Code	Amount
------	--------	------	--------

1. Income* other than from owning race horse(s) :—
 - (a) Dividends [other than those claimed exempt u/s/ 10(33)] 460
 - (b) Interest 461
 - (c) Rental income from machinery, plants, buildings, etc. 462
 - (d) Others 464
2. Total of 1 above 470
3. Deductions u/s 57 :—
 - (a) Depreciation
 - (b)
 - (c)
 - (d)
 - (e)
 - (f)
 - (g)
 - (h)
 - (i)
 - (j)
 - (k)
4. Total of 3 above 471
5. Balance (2-4) 473
6. (a) Income from owning and maintaining race horses 474
 - (b) Deductions u/s 57 475
7. Balance income from owning and maintaining race horse(s) [6(a)-6(b)] 476
[Negative figure, if any, shall be shown in Sch.F.3.]
8. Winnings from lotteries, cross word puzzles, races, etc. (see sec. 115BB) 477
9. Income chargeable under the head "Income from other sources" 499
(5+7+8)
(Negative figure, if any, in item 7 shall not be considered here)
*Indicate the gross amount against sub-items (a) to (d)

SCHEDULE F.1 STATEMENT OF SET-OFF OF CURRENT YEAR'S LOSS UNDER SECTION 71

Fill in this sub-part only if there is loss from any one of the following sources for set-off against income from any other source; else, write N.A.

Amount of loss arising from house property [(see item B-17)] Rs.

Amount of loss from business (excluding speculation loss) [see item C-26] Rs.

Amount of loss from other sources (excluding loss from race horses) [see item E-4] Rs.

S. No.	Head/Source of Income	Income of current year	House property loss of the current year set off*	Business loss (other than speculation loss) of the current year set off*	Other sources loss (other than loss from owning race horses) of the current year set off*	Current year's income remaining after set off
		(i)	(ii)	(iii)	(iv)	(v)
1.	Salaries					
2.	House Property					
3.	Business (including speculation profit)					
4.	Short term capital gain					
5.	Long term capital					

	gain					
6.	Other sources (including profit from owning race horses)					

**SCHEDULE F. 2. STATEMENT OF SET-OFF OF UNABSORBED LOSSES AND
ALLOWANCES BROUGHT FORWARD FROM EARLIER YEARS**

S. No.	Head/Source of Income	Income after set off, if any, of current year's losses as per Sch: F.1.	Brought forward loss set off	Brought forward depreciation set off	Brought forward allowance u/s 35(4) set off	Current year's income remaining after set off
		(i)	(ii)	(iii)	(iv)	(v)
1.	House Property					
2.	Business (including speculation profit)					
3.	Short term capital gain					
4.	Long term capital gain					
5.	Other sources (including profit from owning race horses)					

**SCHEDULE F.3. UNABSORBED LOSSES AND ALLOWANCES BROUGHT FORWARD FROM
PRECEDING ASSESSMENT YEARS**

S. No.		8 th	7 th	6 th	5 th	4 th	3 rd
1.	Assessment year						
2.	Date on which return filed						
3.	House property loss						
4.	Speculation business loss						
5.	Business depreciation						
6.	Other business loss						
7.	Allowance u/s. 35(4)						
8.	Loss under "capital gains"						
9.	Loss from owning race horses						

S. No.		2 nd	1 st	Total amount brought forward	Amount set off against current year's income	Amount c/f including current year's amount
1.	Assessment year					
2.	Date on which return filed					
3.	House property loss					
4.	Speculation business loss					
5.	Business depreciation					
6.	Other business loss					
7.	Allowance u/s. 35(4)					
8.	Loss under "capital gains"					
9.	Loss from owning race horses					

SCHEDULE - G. STATEMENT OF TOTAL INCOME

			Code	Amount (Rs.)
1.	A. Salaries	(Sch A 10 or F.1.1.v)	701	
	B. Income from house property	(Sch B 17 or F.2.1.v)	702	
	C. Profits and gains of business or Profession	(Sch. B 17 or F.2.2.v)	703	
	D. Capital Gains			
	(i) Short term	(Sch. D 17A or F.2.3.v)	704	
	(ii) Long term	(Sch. D 17B or F.2.4.v)	705	
	E. Income from other sources	(Sch. E 9 or F.2.5.v)	706	
2.	Total (A to E)		707	
3.	Gross Total Income		746	

4. Deductions under Chapter VI-A (wherever admissible)

Section	Code*	Gross Amount (Rs.)	Qualifying Amount (Rs.)	Deductible mount (Rs.)	Certificates attached
		1	2	3	4

Total 747

5. Total Income (3-4) 751
6. Total income (as rounded off to the nearest multiple of ten) 760
7. Income for rate purposes: Net agricultural income 762
- Any other income under chapter VII 763
- Total 767
8. Income included in Schedules A to E arising to spouse/minor child/son's wife or any other person or association of persons Name & relationship of such person 765
9. Income included in Schedules A to E which is chargeable to tax at special Rates*

Nature of income chargeable to tax at special rates	Section under which chargeable	Amount of income	Rate of tax applicable	Amount of tax (Rs.)
10. Total income chargeable at special rate			768	
11. Total income chargeable at normal rate (6-10)			771	

SCHEDULE H. STATEMENT OF TAXES

- | | Code | Amount | Code | Amount |
|--|------|--------|------|--------|
| 1. Tax on total income | | | | |
| (a) At special rates | 801 | | | |
| (b) At normal rates | 802 | | | |
| 2. Tax on total income[1(a) + 1(b)] | | | 810 | |
| 3. Rebate under sections 88, 88B and 88C : | | | | |

(Please specify Item)	Gross Amount (Rs.)	Qualifying Amount (Rs.)	Tax admissible	Rebate
	1	2	3	
(a) U/s 88				
Total	812			
(b) U/s 88B	813			
(c) U/s 88C	814			

4 Total rebate [3(a) + 3(b) + 3(c)]

820

5. Balance tax (2 - 4)
6. Surcharge (on 5 above)
7. Tax payable (5 + 6)
8. Relief u/s 89 90 91
9. Balance tax payable (7 - 8)

827																			
828																			
832																			
837																			
841																			

10. Add : interest for :
(a) Late filing of return u/s 842
234A
(b) Default in payment of
Advance tax u/s 234B 843
(c) Deferment of Advance tax
u/s 234C 844

11. Total of 10 846

12. Total tax and interest payable (9 + 11) 851

13. Prepaid Taxes :

(A) Advance tax (Attach Challans)

	Up to 15/9 858	16/9 to 15/12 859	16/12 to 15/03 860	16/03 to 31/03 861	Total 862
Amount (Rs.)					
Date					
Name of Bank					
Branch					

(B) Tax Deducted/Collected at Source : [Attach certificate(s)] :

Tax Deductor's A/c No. :—

(a) Salaries

868																			
869																			
872																			

(b) Interest

(c)

(d) Total of [(a) to (c)]

873																			
-----	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

(C) Tax on Self-Assessment (Attach challan) :

	Date of payment	Income Tax (Rs.)	Interest as per 10 above (Rs.)	Total (Rs.)
875	1	2		3

(D) Other prepaid taxes, if any

(Please specify and attach proof)

876

14. Total [13(A) + 13(B) + 13(C) + 13(D)]

892

15. Tax and interest payable (12 - 14)

893

16. Refund due, if any (12 - 14)

895

SCHEDULE I. GENERAL INFORMATION

1. Is there any change in your name ?

If yes, please furnish your Old Name

New name (Please attach documentary proof)

Shri Smt. Kumari

(Please expand initials)

Last Name/Surname

First Name

Middle Name

10. In case of a firm/AOP/BOI, please furnish the following information :

<i>Names of the partner/member</i>	<i>Profit sharing ratio</i>	<i>Interest paid to partner/member</i>	<i>Salary/ remuneration paid to partner/member</i>	<i>Commission/bonus paid to partner/member</i>
		(Rs.)	(Rs.)	(Rs.)

11. Income claimed exempt :

<i>Nature of Income</i>	<i>Amount in Rs.</i>	<i>Reasons for claim</i>

12. Foreign travel undertaken during the year by self/dependents

<i>S. No.</i>	<i>Name</i>	<i>Relationship</i>	<i>Passport No.</i>	<i>Countries visited</i>	<i>Duration of tour</i>	<i>Expenditure incurred</i>

13. Have you claimed any double taxation relief

(i) under agreement with any country

Yes ☐ No ☐

(ii) In respect of a country with which no agreement exists

Yes ☐ No ☐

If yes, name of the country

14. Are you assessed to wealth-tax

Yes ☐ No ☐

(If yes, the wealth-tax return should be filed along with this return)

15. Are you an NRI in whose case any part of income is to be taxed under Chapter – XIIA

Yes ☐ No ☐

(If yes, please file the details on a separate sheet)