



DESHABANDHU MAHA VIDYALAYA, CHITTARANJAN

NAAC Accredited B + College

(Affiliated to Kazi Nazrul University)

Recognised Under Section 2(f) & 12(B) of UGC

P.O. – Chittaranjan, District – Paschim Bardhaman, West Bengal,

India, PIN – 713 331

H. R. A. Declaration vide Higher Edn. Dept. Order

No. 597 - Edn (CS) dt. 09.06.1999

I do hereby declare that-

1. I am incurring/ paying/ contributing some expenditure on rent/ towards house on property tax or maintenance of the house of myself/ parents/ son (s)/ unmarried daughter (s)/ spouse.
2. I am married/ unmarried/ widow/ widower.
3. I and my spouse are not enjoying any accommodation provided or owned by the college authorities, University, Govt. undertaking, any statutory or local body.
- a) I am paying Rs. as rent for accommodation provided by the Govt. / any Govt. undertaking any Statutory or local body, Educational Institution etc.
4. My wife/ husband is employed and following are the particulars of her/ his employment and pay etc.
 - a) Name and address of her/ his office/ Institution/ Organisation.
.....
.....
 - b) Present pay per mensum, scale of pay.
.....
.....
 - c) House Rent Allowance drawn by her/ him per mensum and date of next increment.
.....
.....

Or

My husband/ wife does not draw any HRA because
.....

Date :

I do hereby declare that the particulars given above are true.

Signature
Name
Designation

Signature of the spouse of the employee

Signature
Name
Designation

- Note :- (1) Please strike out which is not applicable.
(2) If the employee or spouse enjoys free/ rented accommodation/ quarters, then the employee will not be entitled to get HRA.
(3) Attested Xerox copy of the certificate of HRA issued by the employer of the spouse should be furnished

Signature of the appointing authority of the spouse with seal

Signature of Principal

Declaration certificate issued 'o' :