

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) Statement of income and expenditure; Manufacturing A/C, Trading & Profit & Loss A/C and Balance sheet;
 - (b) Depreciation chart claiming depreciation as per THIRD SCHEDULE of the Income Tax Ordinance, 1984;
 - (c) 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 dependent;
 - (b) any income from other source e.g. bank interest, dividend etc.
 - (c) tax exempted income.
- (4) Fulfilment of the conditions laid down in rule-38 is mandatory for submission of a return under "Self Assessment".
- (5) Submit proper and necessary documents in support of income.
- (6) Documents furnished to support the declaration should be signed by the assessee or his/her authorised representative.
- (7) The assessee shall submit his/her photograph with return after every five year.
- (8) Furnish the following information:
 - (a) Name, address & TIN of the partners if the assessee is a firm;
 - (b) Name of firm, address & TIN if the assessee is a partner;
 - (c) Name of the company, address & TIN if the assessee is a director.
- (9) 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.
- (10) Signature is mandatory for all the assessee or his/her authorised representative. For individual, signature is also mandatory in I.T-10B & I.T-10BB.
- (11) If needed, please use separate sheet.