

## Gratuity Tax Exemption

(From No. 10E)

Form for claiming gratuity tax relief under section 89(1) by the year ending 31<sup>st</sup> March, 2025

- Employee Name :
- Employee ID :
- Permanent Account Number :
- Date of Birth :
- Date of Joining in EXL :
- Date of Leaving :
- Exit Reason :

### **A . Furnish the detail, if Gratuity Exemption has been availed from previous employer**

1. Name of Previous Employer 1\* :

Gratuity Received other than EXL : Rs.  
Tax Exemption on Gratuity : Rs.  
Tenure :

2. Name of Previous Employer 2\*:

Gratuity Received other than EXL : Rs.  
Tax Exemption on Gratuity : Rs.  
Tenure :

**\* Enclose Form 16 issued by all previous employer, prior to joining EXL**

**B . I have not taken Gratuity exemption from any of my previous employer up till now, during my entire service tenure.**

I do declare that, is stated above is true to the best of my knowledge and belief and also undertake to indemnify the company for any loss / liability that may arise in the event of above information being incorrect.

Place.....

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Date .....

Signature of the employee

**Note : It is an offence to make a false declaration for the purpose of obtaining a Tax exemption**