

INSTRUCTIONS

1. The institution of financial sacrifices of Jama'at Ahmadiyya is based on the golden principle of **مِيعَا رَزَقْنَهُمْ** (out of what we have provided for them). It is imperative for us to uphold this principle vigorously and preserve its spirit. The foundation stone of Chanda (contribution) is 'Taqwa'. Therefore **يَتَّقَى اللّٰهَ** (fear of Allah) is always to be borne in mind while self-assessing one's true and actual Income as well as when paying Chanda due on it.
2. 'INCOME' means all income of a Musi received by him from various sources. It is, therefore, necessary that, with full awareness, the income derived from each source is to be taken into account and the amount of due Chanda Hissa Amad payable, as per rules, is to be determined. This form is to be filled-in only after this detailed assessment. Some of the Sources of Income are enlisted hereunder for general guidance.
3.
 - i) A Musi's Income includes every kind of income. Anyhow, any allowance of an employed Musi, whose spending is not at his sole discretion, is exempt from inclusion into Income. Similarly, Govt. dues, such as taxes, local rates, compulsory insurance etc., which are levied under Govt.'s order can be deducted from Income.
 - ii) Like-wise, Allowances for specified or particular expenses, e.g. Uniform allowance, Educational allowance for children, are exempt for the purposes of Chanda.
 - iii) Like-wise, Provision allowances (T.A & D.A) for journeys to perform professional or official duties shall be considered to be exempt for inclusion into Income. Anyhow, if there is some saving from Provision allowances payment of Chanda on the savings is commendable.
 - iv) Payment of house rent and miscellaneous expenses of similar nature are not allowed to be deducted from Income for purposes of Chanda.
 - v) All persons doing any business are to pay Chanda on their net total Income which is to be determined by deducting from their gross income those expenses which are essentially required for the production or acquirement of Income. It is not proper to pay Chanda just on the 'Drawings' from business, drawn to meet personal monthly expenses.

SOURCES OF INCOME

For general guidance some of the Sources of Income alongwith the prescribed rate of Chanda applicable on the Income derived are enlisted herewith. Please go through these carefully, tick mark (✓) in the 'box' of each source of your Income and duly sign at the end. Jazakomullah

<u>Source of Income</u>	<u>Rate of Chanda</u>	<u>Box</u>
1. Service (Govt. or Private) Emoluments, Perquisite, Pay, Salary, Remuneration, Overtime All., Coaching or Tuition fees/Assistantship etc.	1/10 or at the rate of Wasiyyat	<input type="checkbox"/>
2. Labour, Wages Overtime allowance,. Bonus etc.	---do---	<input type="checkbox"/>
3. Business, Trade & Industry, real Profit, Dividend received on Shares or Certificates etc.	---do---	<input type="checkbox"/>
4. Profession, Trade/Art, Legal or Medical practice, Craftsmanship or application of any Skill.	---do---	<input type="checkbox"/>
5. Lease-holding or Contractorship, Execute any work on contract.	---do---	<input type="checkbox"/>
6. Pocket money, Money received to meet basic necessities and expenses from Head of the family/Guardian/Children etc.	---do---	<input type="checkbox"/>
7. A Present or Gift in cash, Monetary aid, Subsidy, Subsistence Grant or All., Prize, Social Welfare or Unemployment allowance etc.	---do---	<input type="checkbox"/>
8. Superannuation/ Retirement pension, Commutation, Gratuity, Severance Pay or Dues, Old-age pension etc.	---do---	<input type="checkbox"/>
9. Land Cultivation or Farming, Income from non-owned land cultivated by Musi as tenant, contractor or lessee.	---do---	<input type="checkbox"/>
10. Landlordship, Income from Musi's self-owned Estate or Farm (whether cultivated by self or through tenant, contractor or lessee	1/16	<input type="checkbox"/>
11. Landlordship, Income from self-owned Jaidad (property) like Factory or Work shop/House leased out on rent or lease.)	---do---	<input type="checkbox"/>
12. Student, Stipends or Scholarships to meet educational expenses. Such a student will ascertain an appropriate amount in accord with his living standard and condition, after discussing with Jama'at, and pay its 1/10 as Chanda.	1/10	<input type="checkbox"/>
(I am studying in class _____ or Form/Course, Its term or period is _____)		

(Signature of Musi)

Date:

IN THE NAME OF ALLAH THE GRACIOUS, THE MERCIFUL
WE RENDER PRAISES TO HIM AND INVOKE HIS BLESSINGS ON HIS NOBLE PROPHET.

'I pray to Almighty Allah that He may be pleased to make this place a graveyard for such of my followers who in word and deed have really dedicated themselves to His cause, and in whose affairs there is no taint of love of this world. Amen O Lord of the worlds!' (AI-Wasiyyat)

**DECLARATION / VERIFICATION REGARDING PAYMENTS
OF CHANDA HISSA AMAD**

To
Vakil ul Mal (II)
Tahrik Jadid Anjuman Ahmadiyya Pakistan
Rabwah

Wasiyyat No.

Dear Brother:

Assalamo Alaikum wa Rahmatullahe wa Barakatuhu

I have received the details of payments made by me towards Hissa Amad during the fiscal year

It is submitted that:-

- a) I have read all the instructions set out on the backside of this form and after tick marking (J) every source of my income, I have duly signed it; and
- b) I state the following declaration:-

I. The account sent by you of the payments made by me is correct; and

- a) Being regardful of the requirements of Taqwa, I verify that, by the grace of the Almighty Allah, I have fully paid as per rules all the due Chanda Hissa Amad and Hissa Amad @ Chanda Aam on my total income as derived from different sources. My total payment is _____

OR

- b) Comparing the statement of my payments sent by you with due Hissa Amad payable by me, a sum of _____ remains still due** which I have now paid vide receipt no. _____ dated _____/ which I shall (*Insha Allah*) pay within _____ months and shall inform VAKILUL MAL (II) through Amir Jama'at _____.

OR

2. The account of my payments sent by you is incorrect. My payments towards Hissa Amad are not recorded fully. Detail of payments, along with receipt nos. of local Jama'at, is enclosed herewith. My total payment is _____. Please rectify accordingly.

- a) Being regardful of the requirements of Taqwa. I verify that, by the grace of Allah, I have fully paid as per rules all the due Chanda Hissa Amad and Hissa Amad @ Chanda Aam on my total income as derived from different sources.

OR

- b) Comparing due Hissa Amad payable by me with the statement of my payments (which is enclosed) a sum of _____ remains still due** which I have now paid vide receipt no. _____ dated _____/ which I shall (*Insha Allah*) pay within _____ months and shall inform VAKILUL MALL (II) through Amir Jama'at _____

Yours sincerely,

** Detail of Chanda remaining due

Hissa Amad @ Wasiyyat (1/10 or ____) _____

Hissa Amad @ Chanda Aam (1/16) _____

(on Jaidad Income) _____

TOTAL

(Signature of Musi)

Name _____

Present Address _____

Permanent Address _____

Date: