

TAX FILING

Income Tax Return Filing

Document Checklist for Tax Filing

For filing the annual Income Tax Return (ITR) for individuals, firms or companies.

Documents Required

- PAN card of the assessee
- Aadhaar card of the assessee (individuals)
- Form 16/Form 16A, as applicable (for salaried individuals)
- Bank statements for the financial year
- Details of income from all sources (salary, business, capital gains, other income)
- Investment proofs/deduction details (80C, 80D, etc.), for individuals
- Audited financial statements, for businesses/companies
- Details of TDS deducted (Form 26AS/AIS)
- Previous year's ITR filed, for reference

Note: The above list indicates commonly required documents. Additional documents may be requested by the GST Department, Income Tax Department or the relevant state authority depending on the specific case. Expert Registration confirms the exact requirement after a brief consultation.