

TAX FILING

TDS Return Filing

Document Checklist for Tax Filing

For filing quarterly Tax Deducted at Source (TDS) returns with the Income Tax Department.

Documents Required

- TAN (Tax Deduction and Collection Account Number) of the deductor
- PAN card of the deductor and all deductees
- Details of TDS deducted and deposited (challan details)
- Salary/payment details on which TDS was deducted
- Details of deductees (name, PAN, amount paid, TDS deducted)
- Bank statements showing TDS payment challans
- Previous TDS returns 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.