



Income Tax | GST | Accounting

INCOME TAX RETURN (ITR) FILING REQUIRED DOCUMENTS

Required Documents List:

Basic Information:

- 1) Aadhar Card & Pan Card of the proprietor (ID proof of the proprietor)
- 2) Mobile No (Mandatory to Link Aadhar Card & PAN Card) & Email ID
- 3) Bank Details :-
(Saving A/c, Post Saving A/c, Pigmy A/c, Current A/c, FD Interest Statements & *Bank Loan* for the period of **01.April to 31.March**)Bank Balance Confirmation.
- 4) Investment Details :
Share Market (P&L) / Equity Linked Saving Scheme/ Employees Provident Fund (EPF) / Public Provident Fund (PPF) / Sukanya Samriddhi Yojana Account / National Pension System (NPS) / Atal Pension Yojana / National Saving Certificate (NSC) / Five-year Post Office time Deposit Scheme (POTD) / Long-term Governments - approved infrastructure bonds etc.
- 5) Expenses
Tuition Fees of children. (2 Children)
Home Loan Principal Payment Monthly Instalment (EMI)
House Rent Paid etc.
- 6) Insurance
Life insurance premium (LIC) paid / Medical Insurance Premiums etc.
- 7) Capital Gain :-
Sales or Purchase Of Assets
Rental Income
Short Term Capital Gain & Long Term Capital Gain
- 8) Business Details: Business Name/Address/ Type or Nature etc. Turnover etc.
- 9) Interest Paid on Education Loan
- 10) Physically Disable Assesse (Self)

Additional Information

Fomr-16/From-16A/From-16B/From-16C (Only download from TRACES website)

Fomr-16: If you are Salary Income than Employer Issue Form 16

From-16A: Interest received from fixed deposits, recurring deposits etc. Bank issue From-16A

From-16B: If you Have Sold your property, than the buyer will issue you From-16B

From-16C: if You are a landlord earning rental income, than you should ask your Tenant to provide you From-16C for providing the details of TDS deducted on the Rent received by you. "As per the Current Laws, an individual is required to deduct TDS if the Monthly rent Is more than 50,000.