CIRCULAR 3/2011 ON ONLINE ISSUE OF TDS CERTIFICTAES FORM16A

Complied by: CA. Gaurav Jain

9871142266

ca.gaurav_jain@icai.org

CIRCULAR 3/2011 Dt.13.5.11

- Before this circular only FOMR 16 could be authenticated by using Digital Signature, now FORM 16A can also be authenticated by using Digital signature
- TDS certificate downloaded from TIN website only can be digitally signed and issued.

Benefits of this circular

- Error of mismatch of TDS claimed and TDS as per records will come to an end
- TDS certificates will be issued for what is present in NSDL database
- Benefit at large for assessee whose TDS deducted by bank on FD etc and same not reflected in assessee 26AS statement as this circular specifically mention Banking company also covered.

CIRCULAR 3/2011 DT13.5.11

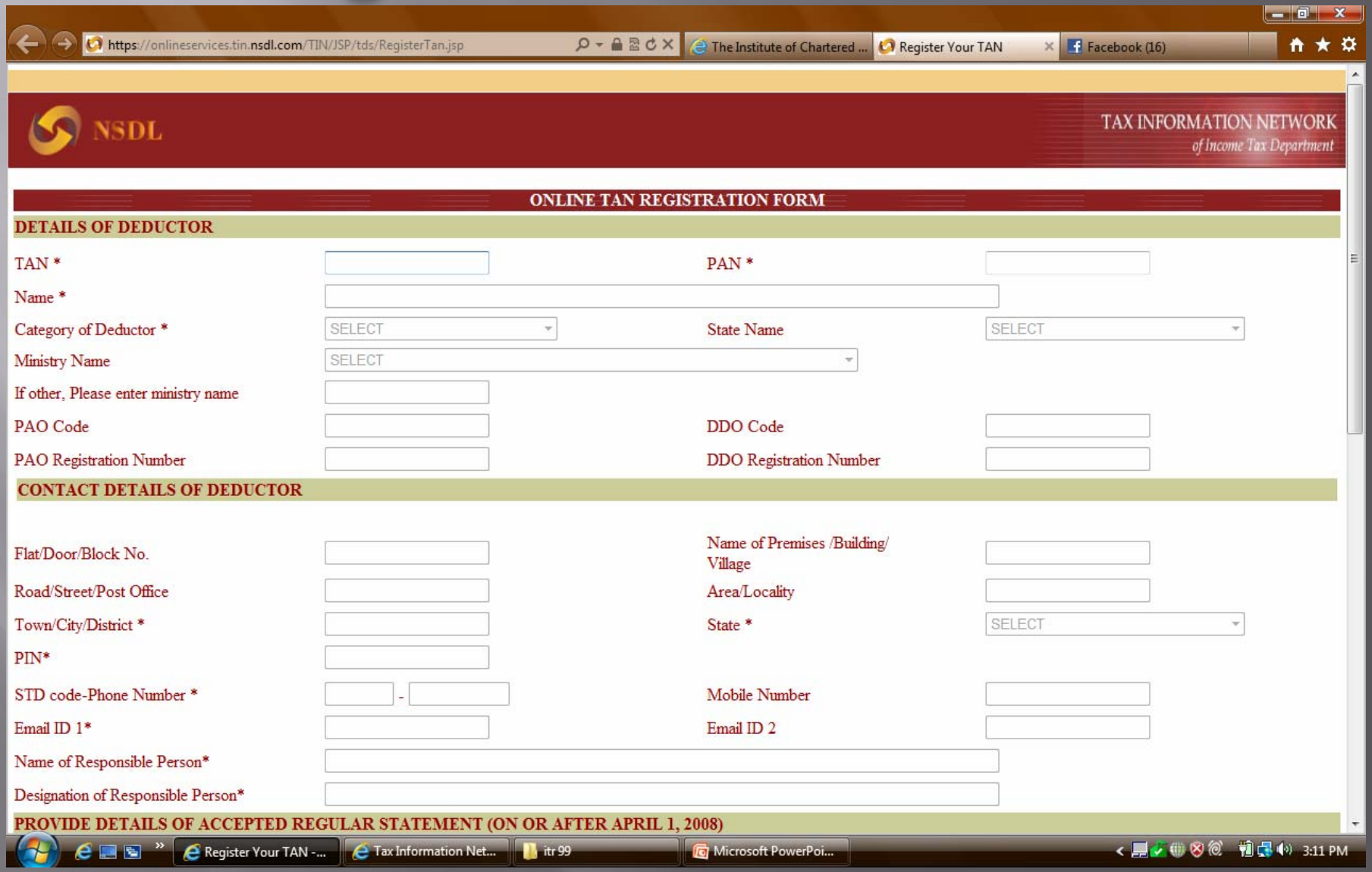
- Compulsory issue of TDS certificate generated from TIN website for Company Assessee including Banking company beginning F.Y 2011-12
- Optional for F.Y 2010-11 and other assessee.

CIRCULAR 3/2011 DT13.5.11

- Steps for issue of online TDS certificates:

1. Get TAN registered at tin.nsdl.com
2. After registering , the TAN get activated within 24 Hours
3. NSDL also send confirmation mail on email provided giving detail of registration.
4. TAN registration number is generated, which is password for the various mail received from NSDL.

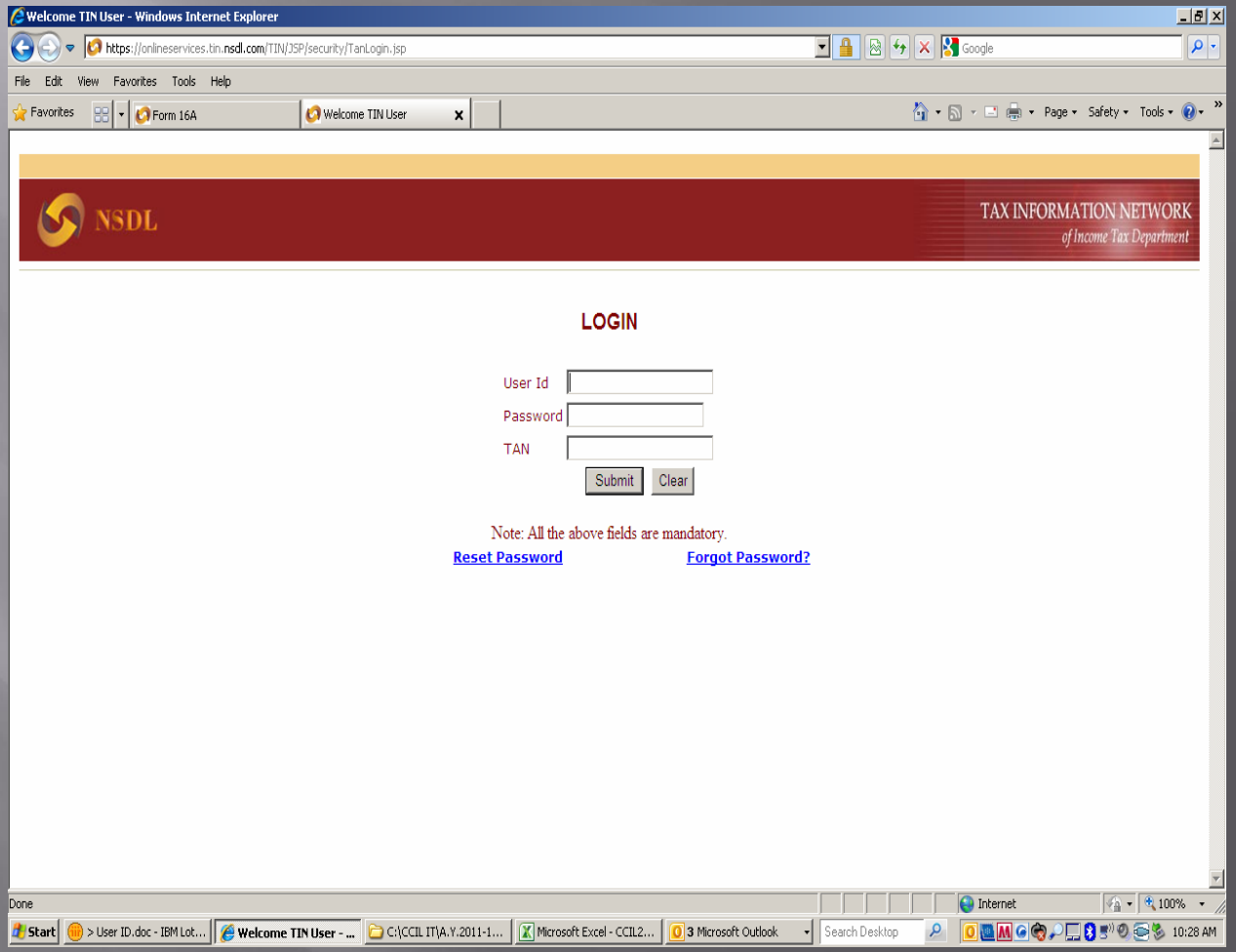
Registration window:



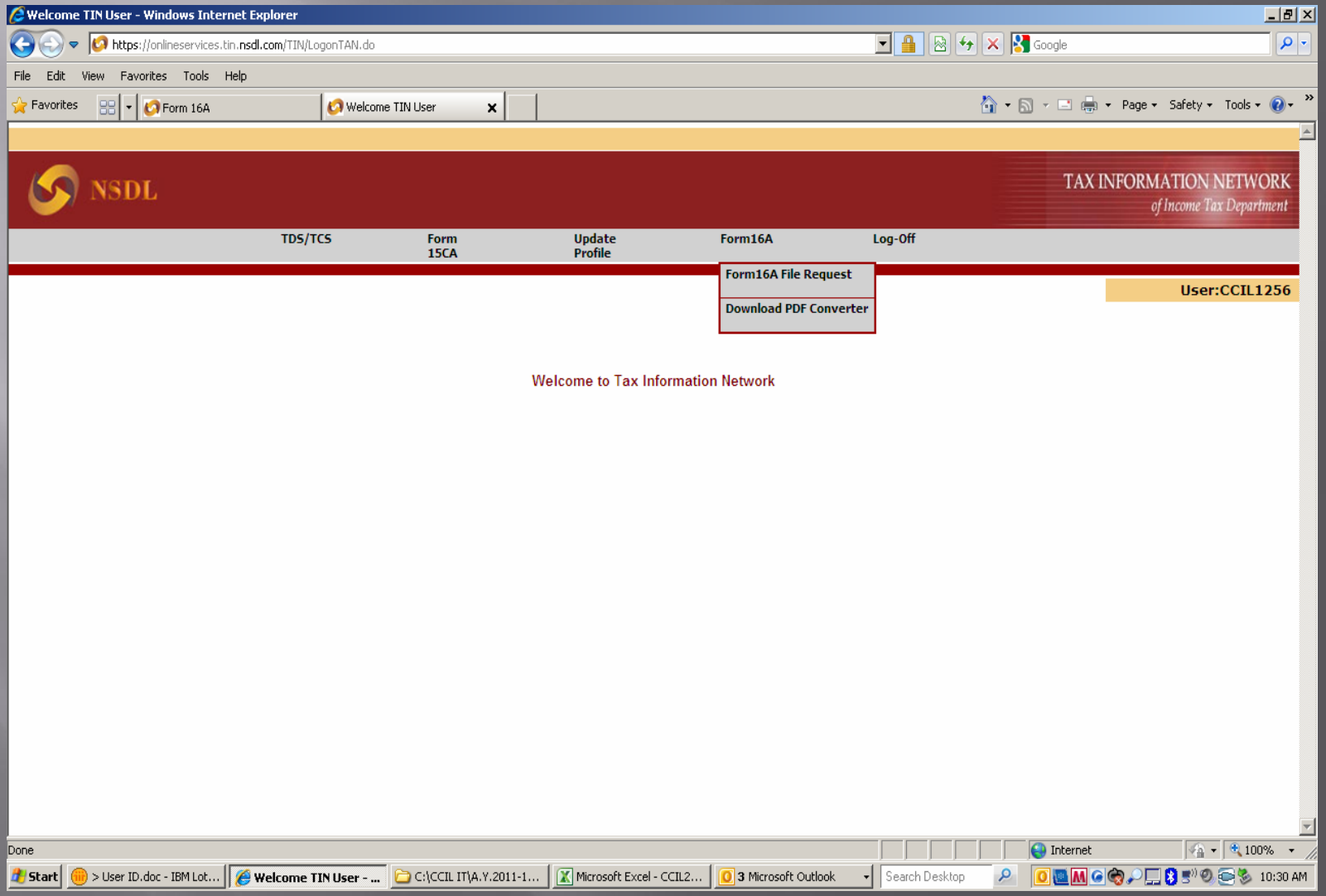
Pre-requistes for registration

- Any Quarter acknowledgment slip of return filed. (whether 24Q/26Q)
- User id (need to check availability)
- Password
- Hint question(There is a list available for selection)
- Answer to hint question

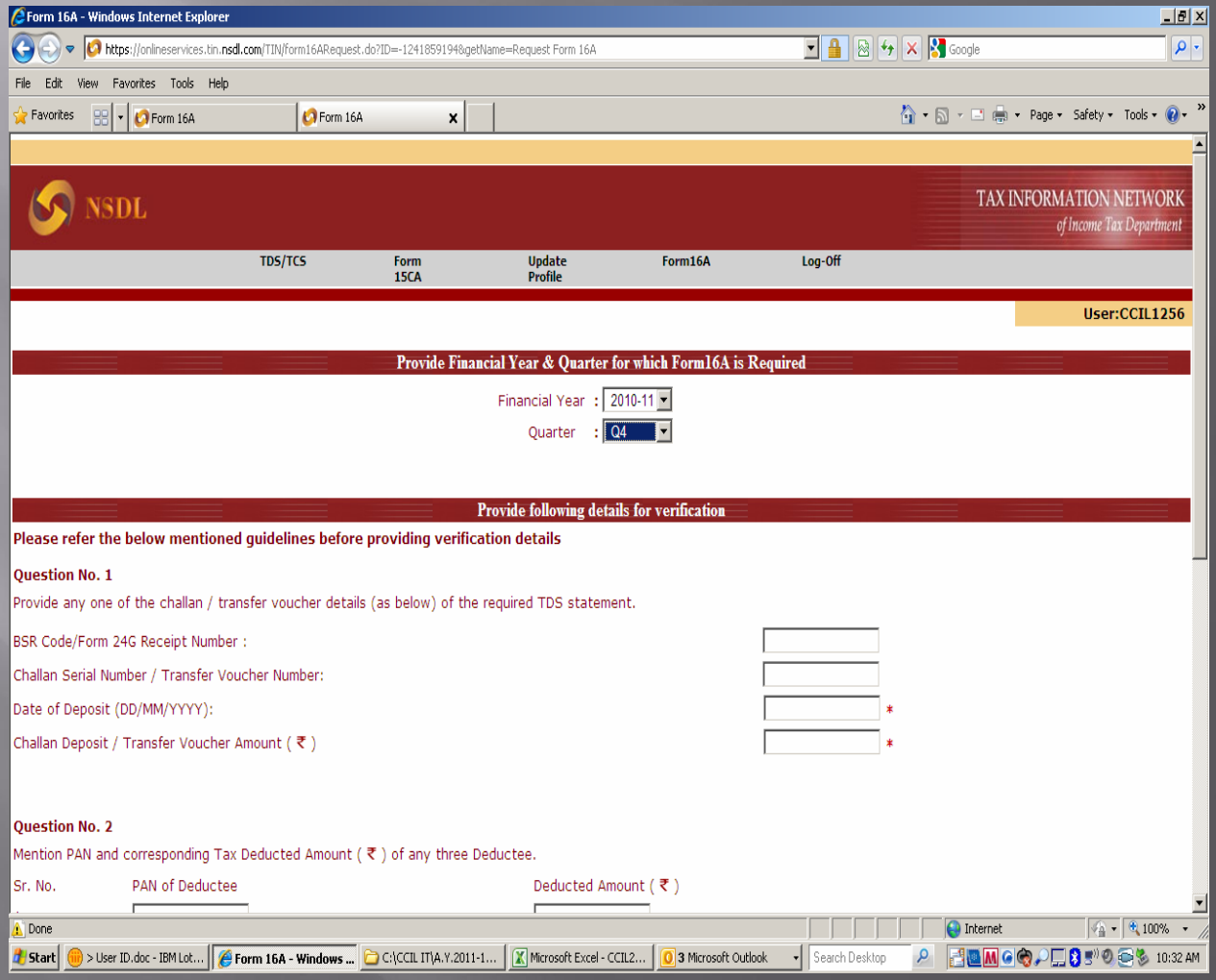
Login window



Home window screen



Requesting FORM 16A



Requesting FORM 16A

- Need a copy of challan deposited during the qtr. (deposited under any section)
- Need 3 PAN and amount deposited against each PAN.
- PAN need not to be necessary against whom the challan filled above was adjusted.
- PAN should be present in your return uploaded.

Requesting FORM 16A

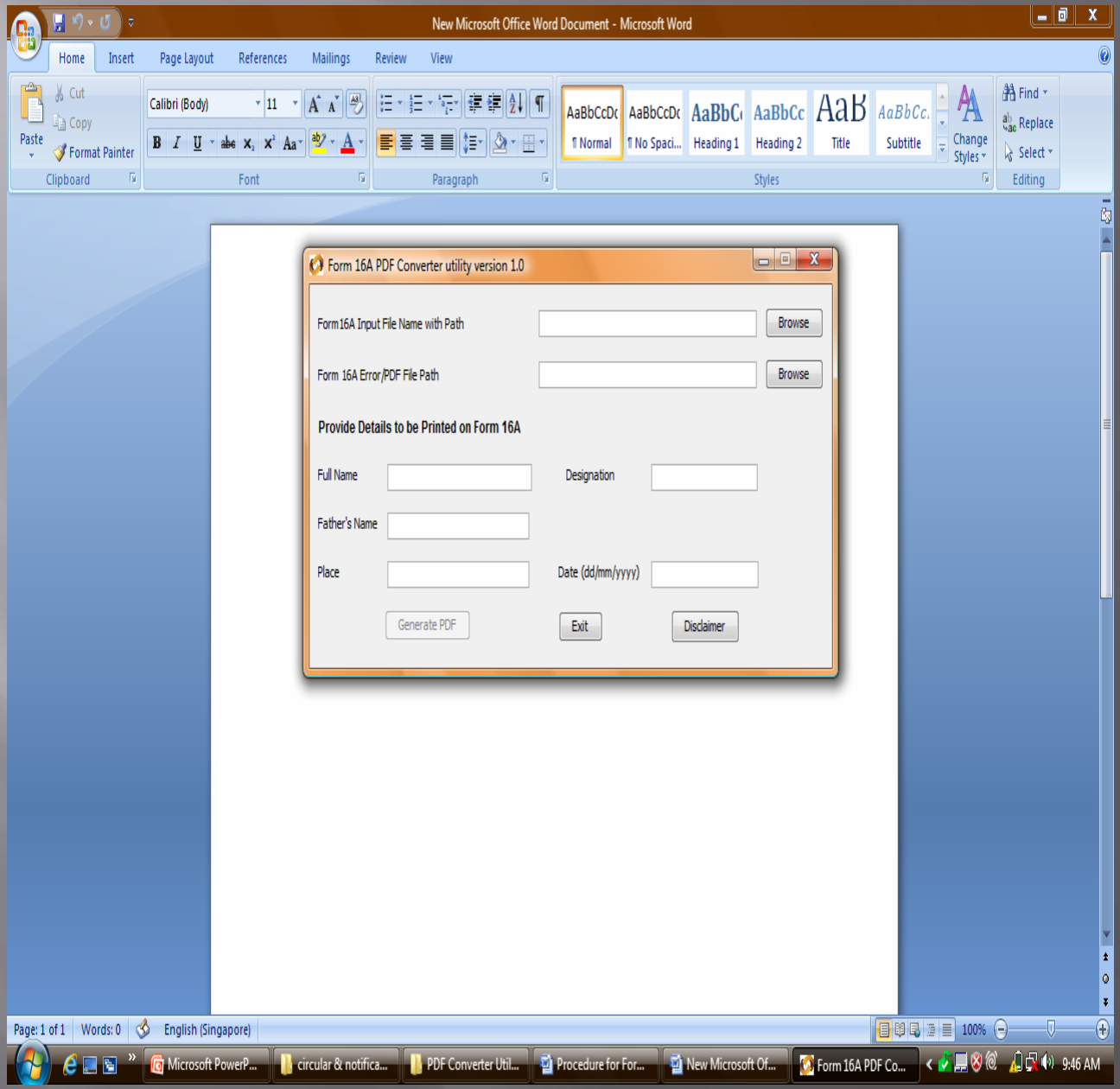
- Amount against each PAN should not be total amount deducted during period
- Eg: If against a particular PAN TDS deducted is as follow: 5th April : Rs.5000/-, 20th April : 3000/-, 25th April : Rs.2000/- and you have uploaded all the three entry then while giving amount against PAN you need to mention single amount only like Rs5000/- not consolidated Rs.10000/-

FORM 16A request confirmation

- Once your data is matched with the NSDL database your request will be accepted and will get confirmation message.
- Next you will through mail receive files form NSDL depending your on data .
- If your data is large you may receive multiple files through mail which are required to be converted using PDF convertor software.

Using the file received on mail

- The attachment received on mail need to be converted .
- The file can be converted by using software that can be downloaded form Login page only.
- The software PDF convertor will convert the file received form NSDL into pdf file for each PAN No.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Mailings
Review
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AaBbCcDc ¶ Normal
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AaBbCc. Subtitle
Change Styles
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Find
Replace
Select
Editing
Form 16A PDF Converter utility version 1.0
Form16A Input File Name with Path
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Form 16A Error/PDF File Path
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Unique feature of TDS certificates downloaded from NSDL

- The certificates downloaded form NSDL site have a unique certificate number.
- The benefit of this certificate No is that in case a person need duplicate certificate, he can obtain at his own
- To get duplicate certificate, One just need to view his 26AS statement and there use the option FORM 16A.

Unique feature of TDS certificates downloaded from NSDL

- There one need to enter the only the six digit unique TDS certificate and his certificate will be displayed and can be used by the person.

THANK YOU

REGARDS:

CA.GAURAV JAIN