

|                                                                                                                                                                                                                 |                                                                                              |                                  |                                                          |                                       |                                                         |                                                            |        |  |    |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------|----------------------------------|----------------------------------------------------------|---------------------------------------|---------------------------------------------------------|------------------------------------------------------------|--------|--|----|
| FORM NO. 16A                                                                                                                                                                                                    |                                                                                              |                                  |                                                          |                                       |                                                         |                                                            |        |  |    |
| [See rule 31(1)(b)]                                                                                                                                                                                             |                                                                                              |                                  |                                                          |                                       |                                                         |                                                            |        |  |    |
| Certificate under section 203 of the Income-tax Act, 1961 for tax deducted at source                                                                                                                            |                                                                                              |                                  |                                                          |                                       |                                                         |                                                            |        |  |    |
| Certificate No.                                                                                                                                                                                                 |                                                                                              |                                  |                                                          |                                       |                                                         | Last updated on                                            |        |  |    |
| Name and address of the Deductor                                                                                                                                                                                |                                                                                              |                                  |                                                          |                                       | Name and address of the Deductee                        |                                                            |        |  |    |
|                                                                                                                                                                                                                 |                                                                                              |                                  |                                                          |                                       |                                                         |                                                            |        |  |    |
| Permanent Account Number or Aadhaar Number of the Deductor                                                                                                                                                      |                                                                                              |                                  | TAN of the Deductor                                      |                                       |                                                         | Permanent Account Number or Aadhaar Number of the Deductee |        |  |    |
|                                                                                                                                                                                                                 |                                                                                              |                                  |                                                          |                                       |                                                         |                                                            |        |  |    |
| CIT (TDS)                                                                                                                                                                                                       |                                                                                              |                                  |                                                          |                                       | Assessment Year                                         |                                                            | Period |  |    |
| Address .....                                                                                                                                                                                                   |                                                                                              |                                  |                                                          |                                       |                                                         |                                                            | From   |  | To |
| .....                                                                                                                                                                                                           |                                                                                              |                                  |                                                          |                                       |                                                         |                                                            |        |  |    |
| City..... Pin code.....                                                                                                                                                                                         |                                                                                              |                                  |                                                          |                                       |                                                         |                                                            |        |  |    |
| Summary of payment                                                                                                                                                                                              |                                                                                              |                                  |                                                          |                                       |                                                         |                                                            |        |  |    |
| Sl. No.                                                                                                                                                                                                         | Amount paid/credited                                                                         | Nature of payment                | Deductee Reference No. provided by the Deductor (if any) | Date of payment/credit (dd/mm/yyyy)   |                                                         |                                                            |        |  |    |
|                                                                                                                                                                                                                 |                                                                                              |                                  |                                                          |                                       |                                                         |                                                            |        |  |    |
| Total (Rs.)                                                                                                                                                                                                     |                                                                                              |                                  |                                                          |                                       |                                                         |                                                            |        |  |    |
| Summary of tax deducted at source in respect of Deductee                                                                                                                                                        |                                                                                              |                                  |                                                          |                                       |                                                         |                                                            |        |  |    |
| Quarter                                                                                                                                                                                                         | Receipt Numbers of original quarterly statements of TDS under sub-section (3) of section 200 |                                  | Amount of tax deducted in respect of Deductee            |                                       | Amount of tax deposited/remitted in respect of Deductee |                                                            |        |  |    |
|                                                                                                                                                                                                                 |                                                                                              |                                  |                                                          |                                       |                                                         |                                                            |        |  |    |
|                                                                                                                                                                                                                 |                                                                                              |                                  |                                                          |                                       |                                                         |                                                            |        |  |    |
| I. DETAILS OF TAX DEDUCTED AND DEPOSITED IN THE CENTRAL GOVERNMENT ACCOUNT THROUGH BOOK ADJUSTMENT<br>(The deductor to provide payment wise details of tax deducted and deposited with respect to the deductee) |                                                                                              |                                  |                                                          |                                       |                                                         |                                                            |        |  |    |
| Sl. No.                                                                                                                                                                                                         | Tax deposited in respect of the deductee (Rs.)                                               | Book Identification Number (BIN) |                                                          |                                       |                                                         |                                                            |        |  |    |
|                                                                                                                                                                                                                 |                                                                                              | Receipt numbers of Form No. 24G  | DDO serial number in Form No. 24G                        | Date of Transfer voucher (dd/mm/yyyy) | Status of Matching with Form No.24G                     |                                                            |        |  |    |
|                                                                                                                                                                                                                 |                                                                                              |                                  |                                                          |                                       |                                                         |                                                            |        |  |    |
| Total (Rs.)                                                                                                                                                                                                     |                                                                                              |                                  |                                                          |                                       |                                                         |                                                            |        |  |    |

| <b>II. DETAILS OF TAX DEDUCTED AND DEPOSITED IN<br/>THE CENTRAL GOVERNMENT ACCOUNT THROUGH CHALLAN</b><br>(The deductor to provide payment wise details of tax deducted<br>and deposited with respect to the deductee)                                                                                                                                                                                                      |                                                      |                                                                 |                                                |                          |                                  |  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------|-----------------------------------------------------------------|------------------------------------------------|--------------------------|----------------------------------|--|
| Sl. No.                                                                                                                                                                                                                                                                                                                                                                                                                     | Tax deposited<br>in respect of the<br>deductee (Rs.) | Challan Identification Number (CIN)                             |                                                |                          |                                  |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                      | BSR Code of the<br>Bank Branch                                  | Date on which tax<br>deposited<br>(dd/mm/yyyy) | Challan Serial<br>Number | Status of matching<br>with OLTAS |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                      |                                                                 |                                                |                          |                                  |  |
| <b>Total (Rs. )</b>                                                                                                                                                                                                                                                                                                                                                                                                         |                                                      |                                                                 |                                                |                          |                                  |  |
| <b>Verification</b>                                                                                                                                                                                                                                                                                                                                                                                                         |                                                      |                                                                 |                                                |                          |                                  |  |
| I,....., son/daughter of ..... working in the capacity of ..... (designation) do hereby certify that a<br>sum of Rs. .... [Rs. .... (in words)] has been deducted and deposited to the credit of the Central<br>Government. I further certify that the information given above is true, complete and correct and is based on the<br>books of account, documents, TDS statements, TDS deposited and other available records. |                                                      |                                                                 |                                                |                          |                                  |  |
| <b>Place</b>                                                                                                                                                                                                                                                                                                                                                                                                                |                                                      | _____<br>(Signature of person responsible for deduction of tax) |                                                |                          |                                  |  |
| <b>Date</b>                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                      |                                                                 |                                                |                          |                                  |  |
| <b>Designation:</b> _____                                                                                                                                                                                                                                                                                                                                                                                                   |                                                      | <b>Full Name:</b> _____                                         |                                                |                          |                                  |  |

**Notes:**

1. Government deductors to fill information in item **I** if tax is paid without production of an income-tax challan and in item **II** if tax is paid accompanied by an income-tax challan.
2. Non-Government deductors to fill information in item **II**.
3. The deductor shall furnish the address of the Commissioner of Income-tax (TDS) having jurisdiction as regards TDS statements of the assessee.
4. In items **I** and **II**, in column for tax deposited in respect of deductee, furnish total amount of TDS, surcharge (if applicable) and education cess (if applicable).”;