

Quick Guide To Apply Online U/S 197

Visit <http://incometaxbengaluru.in/> choose **Online Services** and click on **Lower TDS Certificate U/S 197** OR type <http://blrtds.in>



New Sign up

- Fill the form to register.

A screenshot of the 'Signup' form. The form has a header with 'Login', 'Sign Up', 'About Us', and 'Quick Contact'. Below the header, there is a 'Signup' section with a user icon. The form contains several input fields: 'Name (Company/Firm/Trust /Individual):', 'User name:', 'Principal Officer Email:' (with an example 'ex:abc@abc.com (Official Email Id is "mandatory")'), 'Mobile Number:' (with an example 'ex:9876543210'), and 'PAN Number:' (with an example 'ex:ABCDE1234F'). There is a blue 'Register' button and an orange 'Already have Account?' button.

Note: Validation email , user id and password will be sent to regiser email id to process registration sucessfully.

- Check inbox, Spam box and junk folder for Email.
- Incase of not received email, change of email id or any other request please contact ITOHQ.

Forgot Password

1. Enter PAN number to get registered password.

A screenshot of the 'Forgot Password' form. The form has a header with 'Login', 'Sign Up', 'About Us', and 'Quick Contact'. Below the header, there is a 'Forgot Password' section with a user icon. The form contains a single input field for 'PAN number:' and a blue 'submit' button. Below the submit button, there is an orange 'Login here' button.

Login

2. Enter your new user id and password to login

Navigation: [Login](#) | [Sign Up](#) | [About Us](#) | [Quick Contact](#)

Login

Username:

Password:

Enter your company details and click on **Update**

Navigation: [Home](#) | [Change Password](#) | [Quick Contact](#)

Company Info Details

Company Name:

Company Started in Financial Year:

TDS remittance in Previous Year is More than 30 Lakhs.
 Yes No

Principal Officer Name:

Principal Officer Contact Number:

Company Description:

Address:

City:

Zipcode:

Land line number (080-12345678):

Home

3. Click on Apply for Lower rate TDS Certificate.

Home Change Password Quick Contact

Apply for lower rate TDS Certificate

Check Application Status

Update Your Company Details

Your Company information

Company Name

Company Address

Company PAN Number

Principal Officer

1. Click on Income Tax Payment Details and enter the values.

LINKS

- 1. Income Tax Payment Details
- 2. Outstanding demand details
- 3. TDS/TCS details
- 4. TDS Compliance information
- 5. Depreciation and Unabsorbed Depreciation
- 6. Part G of form 26AS
- 7. Financial statements
- 8. MAT credit details
- 9. Cumulative tax taxforgone
- 10. Particulars for the Certificate
- 11. Current year Projected Financial statements
- 12. Submit application

Income tax Payment Details

Summary income for last three years & projection for current year

FY	FY 2013-2014	FY 2014-2015	FY 2015-2016	FY 2016-2017
Gross Receipts /Turn over	113176104	264285977	319045585	260200000
Gross Receipts /Turn over on which TDS Applicable	113176104	264285977	319045585	260200000
Gross Profit %	0	0	0	0
Net Profit %	12	11	2	1
Returned Income	15216450	29150760	5113285	3215312
Tax on Returned Income	5172072	9908344	1580004	993531
Average Tax Rate to turn over	5	4	0.5	0.4

Details of Tax Payment for Last 3 years in Cases where return is filed

FY	Returned Income	Assessed Income	TDS	Advance Tax Paid	SA Tax Paid	Refund if any claimed
FY 2013-2014	15216450	0	10037428	0	0	4865360

2. Click on submit to Follow **Outstanding demand details**

LINKS		Outstanding demand details					
1.Income Tax Payment Details		Details of Demand Out Standing Before any IT Authority					
2.Outstanding demand details		AY	Section	Amount	Remarks	Officer	
3.TDS/TCS details		2005	0	0		Assome	Add new
4.TDS Compliance information		Particulars of default as reported in column 27 of tax audit report (Form NO . 3CD) for last three years					
5.Depreciation and Unabsorbed Depreciation		Nil					
6.Part G of form 26AS		Details of pending scrutiny assessment of penalty proceedings if any					
7.Financial statements		Nil					
8.MAT credit details		Whether the applicant is a person referred to in Rule 28AB(1)					
9.Cumulative tax taxforgone		(a)In receipt of income or deemed income derived from property held under trust wholly for charitable purposes and who claimseemption u/s 11 or sec.12					
10.Particulars for the Certificate							
11.Current year Projected Financial statements							
12.Submit application							

3. Click on Submit to enter **TDS/TCS details**

LINKS		TDS/TCS details	
1.Income Tax Payment Details		Are You liable to deduct/collect Tax? <input type="radio"/> Yes <input checked="" type="radio"/> No	
2.Outstanding demand details		Submit	
3.TDS/TCS details			
4.TDS Compliance information			
5.Depreciation and Unabsorbed Depreciation			
6.Part G of form 26AS			
7.Financial statements			
8.MAT credit details			
9.Cumulative tax taxforgone			
10.Particulars for the Certificate			
11.Current year Projected Financial statements			

4. Click on Submit to enter **TDS Compliance information**

Note: Files uploading maximum size is 2Mb only PDF format and excel format.

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LINKS

- 1.Income Tax Payment Details
- 2.Outstanding demand details
- 3.TDS/TCS details
- 4.TDS Compliance information**
- 5.Depreciation and Unabsorbed Depreciation
- 6.Part G of form 26AS

TDS Compliance information

Format of information relating to Profit and Loss a/c vis-avis TDS deducted details for the last 2 years

Download Excel and Upload the same [Download Excel](#)
profitandbalancesheet_(1).xls

No file selected.

5. Click on Submit to enter **Depreciation and Unabsorbed Depreciation**

LINKS

- 1.Income Tax Payment Details
- 2.Outstanding demand details
- 3.TDS/TCS details
- 4.TDS Compliance information
- 5.Depreciation and Unabsorbed Depreciation**
- 6.Part G of form 26AS
- 7.Financial statements
- 8.MAT credit details

Depreciation and Unabsorbed Depreciation

Are You claiming Depreption and unobserved Depreciation? Yes No

Financial Year	Loss or Profit	Depreciation	Total amount
FY 2013-2014	<input type="text" value="13436240"/>	<input type="text" value="3123"/>	<input type="text" value="13433117"/>
FY 2014-2015	<input type="text" value="27918274"/>	<input type="text" value="29606"/>	<input type="text" value="27888668"/>
FY 2015-2016	<input type="text" value="5113285"/>	<input type="text" value="0"/>	<input type="text" value="5113285"/>

6. Click on Submit to enter **Part G of form 26A**

Note: Files uploading maximum size is 2Mb only PDF format and excel format.

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LINKS

- 1.Income Tax Payment Details
- 2.Outstanding demand details
- 3.TDS/TCS details
- 4.TDS Compliance information
- 5.Depreciation and Unabsorbed Depreciation
- 6.Part G of form 26AS**
- 7.Financial statements

Part G of form 26AS

Please upload Part G of form 26AS

Year	Documents	View
FY 2013 - 2014	<input type="button" value="Browse..."/> No file selected.	ABSFS0493E-20131.pdf
FY 2014 - 2015	<input type="button" value="Browse..."/> No file selected.	ABSFS0493E-2014.pdf
FY 2015 - 2016	<input type="button" value="Browse..."/> No file selected.	ABSFS0493E-2015.pdf

7. Click on Submit to enter **Financial Statements**

Note: Files uploading maximum size is 2Mb only PDF format and excel format.

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LINKS

- 1.Income Tax Payment Details
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- 4.TDS Compliance information
- 5.Depreciation and Unabsorbed Depreciation
- 6.Part G of form 26AS
- 7.Financial statements**
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Financial statements

Summary of income for documents

SI no	Documents	FY 2013-2014	View
1	ITRV/Acknowledgement	<input type="button" value="Browse..."/> No file selected.	Ack_FY_2013-14.pdf
2	Income Computation	<input type="button" value="Browse..."/> No file selected.	Computation_Scalene_FY_2013-14.pdf
3	BS AND PS and All	<input type="button" value="Browse..."/> No file selected.	BS_PnL_Sch.pdf
4	Audit Report in all	<input type="button" value="Browse..."/> No file selected.	Final_Form_3CA-CD_and_annexures.pdf

Summary of income for documents

SI no	Documents	FY 2014-2015	View
1	ITRV/Acknowledgement	<input type="button" value="Browse..."/> No file selected.	ITR-V-14-15.pdf
2	Income Computation	<input type="button" value="Browse..."/> No file selected.	Computation_sheet_14-15.pdf
3	BS AND PS and All	<input type="button" value="Browse..."/> No file selected.	BS-PL_Schedule.pdf
4	Audit Report in all	<input type="button" value="Browse..."/> No file selected.	Scalene_3cd_signed2.pdf

Summary of income for documents

SI no	Documents	FY 2015-2016	View
1	ITRV/Acknowledgement	<input type="button" value="Browse..."/> No file selected.	
2	Income Computation	<input type="button" value="Browse..."/> No file selected.	provisional_15-16_computation.pdf
3	BS AND PS and All	<input type="button" value="Browse..."/> No file selected.	provisional_15-16_bs_and_pl.pdf
4	Audit Report in all	<input type="button" value="Browse..."/> No file selected.	

8. Click on Submit to enter **Mat Credit Details**

Home Change Password Quick Contact

LINKS

- 1.Income Tax Payment Details
- 2.Outstanding demand details
- 3.TDS/TCS details
- 4.TDS Compliance information

MAT credit details

Are You claiming MAT Credit Yes No

9. Click on Submit to enter **Cumulative Tax forgone**

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LINKS

- 1.Income Tax Payment Details
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- 6.Part G of form 26AS

Cumulative tax taxforgone

Details of the Cumulative tax

Section	Projected Amount	Number of Parties	Normal rate TDS%	Lower Rate Rquested%	TaxForgone	Addnew
193	100000	1	10	1	9000.00	Add new

TaxForgone as Per Certificate Proposed

[Submit](#)

Note : From Point 9 " **Cumulative Tax forgone**" everything is mandatory to be filled else application will be rejected.

10. Click on Submit to enter **Particulars for the certificate**

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LINKS

- 1.Income Tax Payment Details
- 2.Outstanding demand details
- 3.TDS/TCS details
- 4.TDS Compliance information
- 5.Depreciation and Unabsorbed Depreciation
- 6.Part G of form 26AS

Particulars for the Certificate

Particulars for which payments Sought

sl	Name	TAN	Address	Receipt Amount	Section
1	<input type="text" value="abc"/>	<input type="text" value="abc12345"/>	<input type="text" value="abcdef"/>	<input type="text" value="100000"/>	<input type="text" value="193"/>

[Submit](#)

Note : From Point 10 " **Particulars for the certificate** " everything is mandatory to be filled else application will be rejected.

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LINKS

- 1.Income Tax Payment Details
- 2.Outstanding demand details
- 3.TDS/TCS details
- 4.TDS Compliance information
- 5.Depreciation and Unabsorbed Depreciation

Particulars for the Certificate

Particulars for which payments Sought

Note : While uploading the excel please don't edit pre data value in the excel.We request you to update the excel document with Name , TAN , Address , Amount for the repective sections and upload the same document.

Download Excel and Upload the same [Click here to Download Excel Document](#)

No file selected.

[Submit](#)

Note : If **Particulars for the certificate** are more than 5 parties, would ask to download file in excel.

- If Projected amount is not matching application will not be allowed to upload documents.
- Before uploading "**excel**" please check there should not be any formulas, Symbols or macro values.

- Don't edit excel default value, like font, system generated data's else application will not be allowed to upload.

11. Click on Submit to enter **Current Year Projected Financial Statements**

Note: Files uploading maximum size is 2Mb only PDF format and excel format.

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LINKS

- 1.Income Tax Payment Details
- 2.Outstanding demand details
- 3.TDS/TCS details
- 4.TDS Compliance information
- 5.Depreciation and Unabsorbed Depreciation
- 6.Part G of form 26AS

Current year Projected Financial statements

Please Upload documents for current financial year

SI no	Documents	2016-2017
1	Projected Balance Sheet	<input type="button" value="Browse..."/> No file selected.
1	Income and Mat Computation	<input type="button" value="Browse..."/> No file selected.

Note : From Point 11 " **Current Year Projected Financial Statements**" everything is mandatory to be filled else application will be rejected.

12. Click Submit for approval

Will generate Reference Number take print of the form and submit it to TDS Office

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LINKS

- 1.Income Tax Payment Details
- 2.Outstanding demand details
- 3.TDS/TCS details
- 4.TDS Compliance information
- 5.Depreciation and Unabsorbed

Submit application

Comments

Click Update status

- Any point of time assesses application can be withdrawn by clicking on the option.
- Print here icon to print the application form which was filled to submit in TDS office
- Status Shows Icon current status of the application.

Home Change Password Quick Contact

LINKS

- 1.Check reference

Refrence Number Status

SI.No	Refrence Number	Status	Print	Withdraw
1	2016780	Inprogress	Print here	Withdraw

click on **Update your Company** details

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Company Info Details

Company Name

Company Started in Financial Year
2013

TDS remittance in Previous Year is More than 30 Lakhs.
 Yes No

Principal Officer Name

Principal Officer Contact Number

Company Description

Address

City
Bangalore

Zipcode

Land line number (080-12345678)

Change password

Home Change Password Quick Contact

Change Password

.....

Password:

Confirm Password:

Quick contact

- Only technical quires please do fill this form.

Note : Other Quires will not be encouraged.

Any Queries ?

Your Phone:

Your Email:

Message:

Send