Name of the taxpayer \_\_\_\_\_\_\_\_\_\_

Address in detail with PIN code \_\_\_\_\_\_\_\_\_\_\_\_

PAN: \_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_

To,

The Income Tax Officer,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Ward No.)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Address with PIN code)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Email ID of the officer)

Respected Sir/Madam,

Sub: Request for rectification of Assessment Year in self-assessment tax challan.

Ref.: PAN- \_\_\_\_\_\_\_\_\_\_\_\_.

This is with reference to the challans shown in the following table. Wrong assessment year was selected by me inadvertently, while making the payment of self-assessment tax.

|  |  |
| --- | --- |
| **Particulars** | **Challan Details** |
| Name of the Bank |  |
| BSR Code |  |
| Challan No. |  |
| Amount |  |
| A.Y. as per the challan (Incorrect) |  |
| A.Y. which is required (correct) |  |

While making the online payment of self-assessment tax through \_\_\_\_\_\_\_\_\_ bank, assessment year was wrongly selected by me as mentioned above. The said payment has also been disclosed in Form 26AS. I am enclosing herewith a copy of Form 26AS for the relevant assessment year.

I have computed my taxable income for the above mentioned year and thereby paid the balance tax liability by way of self-assessment tax. However while paying the taxes, I inadvertently selected the wrong assessment year. Hence I request you to kindly make the necessary correction in my Income-tax records. I am also enclosing the copy of ITR-V for the said year and challan of the taxes paid for your perusal. I further request that the credit of above challan shall be given in A.Y. \_\_\_\_\_\_\_.

Inconvenience caused to you is highly regretted.

Thanking you in anticipation,

Yours Faithfully,

{Name of Taxpayer}