

Date: \_\_\_/\_\_\_/20\_\_\_

**To,**  
The Assessing Officer  
[Jurisdictional Income Tax Office Address]  
[City]

**Subject:** Issuance of No Objection Certificate (NOC) for Lower Deduction of Tax at Source (TDS) under Section 197 of Income Tax Act, 1961 for Contractors

**Respected Sir/Madam,**

We, [Name of the Contractor], having PAN [PAN Number], and registered office at [Registered Address], hereby request for issuance of the No Objection Certificate (NOC) for deduction of TDS at lower rates under Section 197 of the Income Tax Act, 1961, for the financial year [Year-Year].

We are engaged in the business of [Nature of Business] and are presently awarded contract work by [Name of the Deductor/Company] bearing contract number [Contract Details]. Our estimated total receipts from the said contract are **Rs. [Amount]** and our estimated total income for the current financial year is **Rs. [Income Amount]**.

The tax liability on our estimated income for the relevant assessment year is much lower than the TDS deductible at normal rate. Hence, we are applying for NOC for deduction of tax at a lower rate.

We have attached herewith relevant documents supporting our claim, including:

- Copy of PAN Card
- Computation of Income & Tax Liability
- Copies of Audited Financial Statements/ITR
- Details of Contract Allotment

We request you to kindly issue the NOC for lower TDS deduction at the rate of [Requested TDS %] for the said contract, at the earliest.

**Thanking You,**  
**Yours faithfully,**

For [Name of Contractor]

Authorized Signatory  
Name: \_\_\_\_\_  
Designation: \_\_\_\_\_

### **Important Notes:**

- This draft is indicative; always customize according to the specifics of your contract and business.
- Attach all requisite documents to avoid delays.
- Make sure information such as PAN, contract value, and estimated income are accurate.
- Application should be filed well before the due date to ensure timely receipt of NOC.
- Consult your tax advisor for accurate TDS calculation and compliance.