

# Professional Tax Challan (For Employers)

Standard Format

Challan No.: \_\_\_\_\_  
Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
Employer's Name: \_\_\_\_\_  
Employer's PT Registration No.: \_\_\_\_\_  
PAN: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
City: \_\_\_\_\_ Pin Code: \_\_\_\_\_  
Assessment Year: \_\_\_\_\_  
Phone/Email: \_\_\_\_\_

Sr. No.	Employee Name	Designation	Salary (₹)	PT Deducted (₹)	Month
1	_____	_____	_____	_____	_____
2	_____	_____	_____	_____	_____
3	_____	_____	_____	_____	_____
Total PT Deducted (₹):				_____	_____

Amount in Words: \_\_\_\_\_

Payment Mode: ☐ Cash ☐ Cheque/DD No. \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
Bank Name: \_\_\_\_\_  
Branch: \_\_\_\_\_  
\_\_\_\_\_

Authorised Signatory  
(With Seal)

## Important Notes:

- This challan must be filled out accurately and submitted along with the remittance of professional tax deducted from employees.
- Retain a copy of the challan for your records and for future reference during audits.
- Ensure all fields are duly completed and the correct assessment year is mentioned.
- Any corrections or alterations in the challan must be authenticated by the authorised signatory.
- Non-compliance or delay in payment may attract interest and penalties under the applicable law.