

# FORM 24Q - Annexure I

## Deductor Details

1. Name and Address of Employer	ABC Pvt. Ltd., 123 Business Road, City, Pin - XXXXX
2. TAN	AAAA12345A
3. PAN	AAACB1234L
4. Financial Year	2023-24
5. Quarter	Q4

## Details of Salary paid and TDS Deducted

Sl. No.	Employee PAN	Employee Name	Gross Salary Paid (â‚¹)	Deductions under Chapter VI-A (â‚¹)	Taxable Salary (â‚¹)	Total Tax Deducted (â‚¹)	Tax Deposited (â‚¹)
1	ABCDE1234F	John Doe	10,00,000	1,50,000	8,50,000	80,000	80,000
2	FGHIJ5678K	Jane Smith	8,50,000	1,20,000	7,30,000	65,700	65,700

## Declaration

I, hereby, declare that the information given above is correct and complete to the best of my knowledge and belief.

Name and Designation of Person Responsible	Priya Verma, Finance Manager
Date	31/03/2024
Signature	_____

## Important Notes

- Form 24Q Annexure I summarizes TDS on salaries for each employee by the employer for the respective quarter.
- Ensure employee PAN is accurate; incorrect PAN attracts higher TDS rates.
- Tax deducted and deposited must match the amounts reported here and in the TDS returns.
- Incorrect or delayed submission of Form 24Q can attract penalties under the Income Tax Act.
- Submit this form quarterly online through TRACES portal or as per latest CBDT guidelines.