

Form 26Q: Quarterly Statement of Deduction of Tax under sub-section (3) of section 200 of the Income-tax Act, 1961

Financial Year 2023-24

Quarter Q1

Form No. 26Q

PART A: Details of Deductor

Name of Deductor	ABC Pvt. Ltd.
TAN	DEL12345A
PAN	AAACAA1234B
Address	Ground Floor, 1 XYZ Road, New Delhi - 110001
Telephone No.	011-23456789
Email	info@abcpvtltd.com

PART B: Details of Person Responsible for Deduction of Tax

Name	Mr. Rajesh Kumar
Designation	Accounts Manager
Address	Same as above
PAN	ACDPK1234E
Telephone No.	011-23456789
Email	rajesh.kumar@abcpvtltd.com

PART C: Details of Tax Deducted and Deposited (Challan Details)

Sl. No.	BSR Code	Date of Deposit	Challan Serial No.	Total Tax Deposited (₹)	Surcharge (₹)	Education Cess (₹)
1	0123456	10/06/2023	00012	12,500	0	80
2	0678901	28/06/2023	00107	7,000	0	45

PART D: Details of Deductee(s)

Sl. No.	PAN of Deductee	Name of Deductee	Amount Paid/Credited (₹)	Date of Payment	Section	TDS Amount (₹)	Surcharge (₹)	Education Cess (₹)	Challan Serial No.
1	AACCB1234H	M/s Bright Solutions	2,40,000	05/06/2023	194J	24,000	0	80	00012
2	AADFG6789Q	M/s Pixel Group	70,000	13/06/2023	194C	7,000	0	45	00107

Important Notes:

- Form 26Q is applicable for TDS details on all payments other than salary made to Indian residents.
- PAN of both deductor and deductee must be correctly provided to avoid processing errors.
- It should be submitted quarterly and within the prescribed due dates to avoid late fees and penalties.

- Details furnished must match the challans deposited and TDS returns filed.
- Ensure correctness of all amounts, sections, and dates before submission.