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## How to download client's details in Incomeàawa Taxà

### 1. AIS/TIS

**Step one:-** Go to our software (COMPUTAX) and click the name of the client , selecting the assessment year and click AIS/TIS data impo rt

The screenshot displays the COMPUTAX software interface. The top navigation bar includes 'Tax', 'Tds', 'Bal', 'Serve', 'Roc', 'Pay', 'Gst', 'Online Support', 'CMS User ID : u0581', and 'Select Party 01213'. The main window shows a 'Computation' screen for 'A.Y.: 2024-2025' for client 'AA SHEESH KUMAR SAHU'. The interface is divided into several sections:

- Left Panel:** Contains various tax-related categories such as 'Q. Permanent Information', 'Salary', 'House Property', 'Business', 'Speculative Business', 'Dep. on Assets', 'Clubbing/Minor Income', 'U. Remuneration / Int /Profit Share', '4. U/S 44 AD / AE /ADA , LIC Agent', 'V. Capital Gain', 'W. Other/ Exempt/ Special Rate Income', 'Brought Forward Losses', '+Deduction', 'Declaration u/s 277 A', '9. General Information', 'Z. Prepaid Taxes', and 'Investment'.
- Center Panel:** Shows a table for 'Pass Through Income U/S 115UA/115UB' with columns for 'A.Y. 24-25' and 'A.Y. 23-24'. The table includes rows for 'R. Emp1', 'A', 'B', 'C', 'D', 'E. Bus1', 'F', 'G', 'H', 'J', 'K', 'L', '5. Bus1', 'M', 'N', 'O', 'P', and 'Gross Total Income'.
- Right Panel:** Contains a 'Display' section with 'Data Import' and 'AIS/TIS' buttons. Below this is a 'Return' section with 'T. Return Form u/s 139', 'Return Filing Entry', and 'Rectification u/s 154'. There is also a 'Login on ITD portal' button.

The 'AIS/TIS' button in the right panel is highlighted with a red circle, indicating the step to click on it to import the data.

After tsg23hat we do not have to do anything, the portal will automatically download it.

Qasss

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## How to mail AIS/TIS to client...

First we have to download the AIS/TIS and then send it to the mailbox. I have to check my mail, right OR not?

The screenshot displays the TDS software interface for a user named AASHEESH KUMAR SAHU. The main window shows a tax computation table for the assessment year 2024-2025. The table includes columns for various income sources and their respective amounts for the current and previous years. A red circle highlights the 'AIS/TIS' button in the right-hand panel, which is used to download the AIS/TIS files. Below the table, there are sections for 'Return Filling Entry' and 'Import Details From Pre Year Bal'. The interface also shows a navigation menu at the top with options like Tax, Tds, Bal, Serve, Roc, Pay, Gst, and Online Support.

Code: 01213 PAN: DTRPS3324G ,Age:43 Years		A.Y.: 2024-2025				Income		AASHEESH KUMAR SAHU	
Q. Permanent Information		Pass Through Income U/S 115UA/115UB				A.Y. 24-25	A.Y. 23-24	AIS/TIS	
Salary	R.Emp1	2.	3.	4.	0	0	Data Import		
House Property	A	B	C	D	0	0	AIS: / /		
Business	E.Bus1	F	G	H	0	346078	TIS: / /		
Speculative Business	J	K	L				Import Details From		
Dep. on Assets	5.Bus1						Pre Year Bal		
Clubbing/Minor Income	M.	N.	O.	P.			Point To Remember		
U. Remuneration / Int / Profit Share							Other Links		
4. U/S 44 AD / AE / ADA , LIC Agent							Bal   10 E   10 IEA   DMS   E-Proceeding		
V. Capital Gain					0	0	Go to Settings to activate Windows		
W. Other/ Exempt/ Special Rate Income					71398	119988	04.08.2024		
- Brought Forward Losses							Exit		
+ Deduction	S. 80C				0	12496			
Declaration u/s 277 A	Y. Notes				71400	453570			
9. General Information	Bal Sheet								
Z. Prepaid Taxes					5406	4627			
Investment	Challan								
					-5406	-4627			

Tax Tds Bal Serve Roc Pay Gst Online Support CMS User ID : u0581 Select Party 01213 Exit

A.Y.: 2024-2025 Pinfo HP BS MIN REM 44AD Loss Ded Notes Taxes Paid Return Form Export Invest Forms WTax Reports Ofs Bill Account  
 SL BP DEP MAT REM OS CG 80C Ginfo Screen Import Chn Dlet Setup Rdy. Reck. 26AS Receipt Comp:

Code: 01213 PAN: DTRPS3324G ,Age:43 Years A.Y.: 2024-2025 Income AASHEESH KUMAR SAHU

Q. Permanent Information		Pass Through Income U/S 115UA/115UB				A.Y. 24-25	A.Y. 23-24
Salary	<input type="checkbox"/> Feed according to Form 16	R.Emp1	2.	3.	4.	0	0
House Property		A	B	C	D	0	0
Business		E.Bus1	F	G	H	0	346078
Speculative Business		I	J	K	L		
Dep. on Assets		5.Bus1	6.	7.	8.		
Clubbing/Minor Income		M.	N.	O.	P.		
U. Remuneration / Int / Profit Share							
4. U/S 44 AD / AE / ADA , LIC Agent							
V. Capital Gain						0	0
W. Other/ Exempt/ Special Rate Income						71398	119988
-Brought Forward Losses							
+Deduction	S. 80C					0	12496
Declaration u/s 277 A	Y. Notes						
9. General Information	Bal Sheet						
Z. Prepaid Taxes							
Investment	Challan						
		Gross Total Income				71398	466066
		Total Income (Rounded Off)				71400	453570
		Tax (Including Sur./E.C.)				0	0
		TDS/Adv/Self Tax and Relief				5406	4627
		Interest / Late Fee				0	0
		Tax Payable/Refundable				-5406	-4627

**Display**  
 Computation Club Compare  
 Print: 1 2 3 Page Break  
 Bal Sheet P&L F9 Preview

**Return**  
 T. Return Form u/s 139 Details  
 Return Filing Entry  
 Rectification u/s 154 Notice u/s 139(9)  
 Login on ITD portal

**AIS/TIS**  
 Data Import 23-Jun-2024 PDF AIS: TIS:

**Import Details From**  
 Pre Year Bal

**Other Links**  
 Bal 10 E 10 IEA DMS E-Proceeding  
 Go to Settings to activate Windows  
 04.08.2024 Exit

Check the mail and send it.

Tax Tds Bal Serve Roc Pay Gst Online Support CMS User ID : u0581 Select Party 01213 Exit

A.Y.: 2024-2025 Pinfo HP BS MIN REM 44AD Loss Ded Notes Taxes Paid Return Form Export Invest Forms WTax Reports Ofs Bill Account  
 SL BP DEP MAT REM OS CG 80C Ginfo Screen Import Chn Dlet Setup Rdy. Reck. 26AS Receipt Comp:

Code: 01213 PAN: DTRPS3324G ,Age:43 Years A.Y.: 2024-2025 Income AASHEESH KUMAR SAHU

Q. Permanent Information		Pass Through Income U/S 115UA/115UB				A.Y. 24-25	A.Y. 23-24
Salary	<input type="checkbox"/> Feed according to Form 16	R.Emp1	2.	3.	4.	0	0
House Property		A	B	C	D	0	0
Business		E.Bus1	F	G	H	0	346078
Speculative Business		I	J	K	L		
Dep. on Assets		5.Bus1	6.	7.	8.		
Clubbing/Minor Income		M.	N.	O.	P.		
U. Remuneration / Int / Profit Share							
4. U/S 44 AD / AE / ADA , LIC Agent							
V. Capital Gain						0	0
W. Other/ Exempt/ Special Rate Income						71398	119988
-Brought Forward Losses							
+Deduction	S. 80C					0	12496
Declaration u/s 277 A	Y. Notes						
9. General Information	Bal Sheet						
Z. Prepaid Taxes							
Investment	Challan						
		Gross Total Income				71398	466066
		Total Income (Rounded Off)				71400	453570
		Tax (Including Sur./E.C.)				0	0
		TDS/Adv/Self Tax and Relief				5406	4627
		Interest / Late Fee				0	0
		Tax Payable/Refundable				-5406	-4627

**Display**  
 Computation Club Compare  
 Print: 1 2 3 Page Break  
 Bal Sheet P&L F9 Preview

**Return**  
 T. Return Form u/s 139 Details  
 Return Filing Entry  
 Rectification u/s 154 Notice u/s 139(9)  
 Login on ITD portal

**AIS/TIS**  
 Data Import 23-Jun-2024 PDF AIS: TIS:

**Import Details From**  
 Pre Year Bal

**Other Links**  
 Bal 10 E 10 IEA DMS E-Proceeding  
 Go to Settings to activate Windows  
 04.08.2024 Exit

# 2. 26AS

How to download 26as and, and send to mail ....

The screenshot shows the 'Income (New Provision)' section of the software. The 'Ofs' menu is open, and '26AS' is selected. The main table displays the following data:

Category	A.Y. 24-25	A.Y. 23-24
Salary	0	0
House Property	0	0
Business	0	346078
Speculative Business	0	0
Dep. on Assets	0	0
Clubbing/Minor Income	0	0
U.Remuneration / Int /Profit Share	0	0
4. U/S 44 AD / AE /ADA , LIC Agent	0	0
V.Capital Gain	0	0
W.Other/ Exempt/ Special Rate Income	71398	119988
-Brought Forward Losses	0	0
+Deduction	0	12496
Declaration u/s 277 A	0	0
9.General Information	0	0
Z. Prepaid Taxes	5406	4627
Investment	0	0
Gross Total Income	71398	466066
Total Income (Rounded Off)	71400	453570
Tax(Including Sur./E.C.)	0	0
TDS/Advr/Self Tax and Relief	5406	4627
Interest / LateFee	0	0
Tax Payable/Refundable	-5406	-4627

The screenshot shows the 'Income (New Provision)' section of the software. The 'Ofs' menu is open, and 'AIS/TIS' is selected. The main table displays the following data:

Category	A.Y. 24-25	A.Y. 23-24
Salary	0	0
House Property	0	0
Business	0	346078
Speculative Business	0	0
Dep. on Assets	0	0
Clubbing/Minor Income	0	0
U.Remuneration / Int /Profit Share	0	0
4. U/S 44 AD / AE /ADA , LIC Agent	0	0
V.Capital Gain	0	0
W.Other/ Exempt/ Special Rate Income	71398	119988
-Brought Forward Losses	0	0
+Deduction	0	12496
Declaration u/s 277 A	0	0
9.General Information	0	0
Z. Prepaid Taxes	5406	4627
Investment	0	0
Gross Total Income	71398	466066
Total Income (Rounded Off)	71400	453570
Tax(Including Sur./E.C.)	0	0
TDS/Advr/Self Tax and Relief	5406	4627
Interest / LateFee	0	0
Tax Payable/Refundable	-5406	-4627

Pay Gst Online Support CMS User ID : u0

CompuTax [PSPL Ph:0141-4233000, 2609277] -- Webpage Dialog

Enter Password for login on incometax.gov.in

Ass. Year: 2024-2025

Name: AASHEESH KUMAR SAHU

PAN: DTRPS3324G

Password: ●●●●●●●●

DOB/DOD: 02-Jan-1981

Download 26AS

Age:43 Years

Feed according to F

S. 80C

Y. Notes

Bal Sheet

TDS/Adv/Self Tax and Relief: 5406

Interest / LateFee: 0

23-24: 0, 0, 346078

119988, 466066, 12496, 453570

0, 4627, 0

**Send to mail.**

go to the Prepaid taxes and

Tax Tds Bal Serve Roc Pay Gst Online Support CMS User ID : u0581 Select Party: 01213 Exit

A.Y.: 2024-2025

Code: 01213 PAN: DTRPS3324G ,Age:43 Years

Computation

		A.Y.: 2024-2025				Income	
		Pass Through Income U/S 115UA/115UB				A.Y.24-25	A.Y.23-24
Q. Permanent Information		R.Emp1	2.	3.	4.	0	0
Salary	<input type="checkbox"/> Feed according to Form 16	A	B	C	D	0	0
House Property		E.Bus1	F	G	H	0	346078
Business		J	K	L			
Speculative Business		5.Bus1	M.	N.	O.	P.	
Dep. on Assets							
Clubbing/Minor Income							
U. Remuneration / Int /Profit Share							
4. U/S 44 AD / AE /ADA , LIC Agent							
V. Capital Gain						0	0
W. Other/ Exempt/ Special Rate Income						71398	119988
-Brought Forward Losses							
						71398	466066
+Deduction	S. 80C					0	12496
Declaration u/s 277 A	Y. Notes					71400	453570
9. General Information	Bal Sheet					0	0
Z. Prepaid Taxes						5406	4627
Investment	Challan					0	0
						-5406	-4627

Display

Computation

Print: 1 2 3 Page Break

Bal Sheet P&L F9 Preview

Return

T. Return Form u/s 139

Return Filing Entry

Rectification u/s 154 Notice u/s 139(9)

Login on ITD portal

AIS/TIS

Data Import 23-Jun-2024

Import Details From Pre Year Bal

Point To Remember

Other Links

Bal 10 E 10 IEA DMS E-Proceeding

Go to Settings to activate Windows

04.06.2024



Home Tax Tds Bal Serve Roc Pay Gst Online Support CMS User ID : u0581 Select Party 01213 Exit

A.Y.: 2024-2025 PInfo HP BS MIN REM 44AD Loss Ded Notes Taxes Paid Return Form Export Invst Forms WTax Reports Ofs Bill Account  
SL BP DEP MAT REM OS CG 80C Ginfo Screen Import ChIn DLet Setup Rdy. Rec. 26AS Receipt Comp: [v]

Code: 01213(AASHEESH KUMAR SAHU) Details of Payment of Taxes A.Y.: 2024-25 FAQ Exit

Import Data  
 Form 26AS  View  Mail  AIS/TIS  Challan Import 25 Jun 2024

Please [Click here](#) to import 26AS (.zip/.txt) file manually.  
 Note : Manually feeded entries will not replace by imported entries.

**Advance & Self Assessment Tax**

Sr	BSRCode	Bank Name	Date	Challan Sr. No.	Tax	Surcharge	Edu. Cess	Hr.Edu. Cess	Interest/Other	Total
1										
2										
3										
4										
5										
6										
<b>Total</b>										

Other Rebates TDS Details Verify Challan Add Delete

Home Tax Tds Bal Serve Roc Pay Gst Online Support CMS User ID : u0581 Select Party 01213 Exit

A.Y.: 2024-2025 PInfo HP BS MIN REM 44AD Loss Ded Notes Taxes Paid Return Form Export Invst Forms WTax Reports Ofs Bill Account  
SL BP DEP MAT REM OS CG 80C Ginfo Screen Import ChIn DLet Setup Rdy. Rec. 26AS Receipt Comp: [v]

Code: 01213 PAN: DTRPS3324G ,Age:43 Years A.Y.: 2024-2025 Income AA SHEESH KUMAR SAHU

		Pass Through Income U/S 115UA/115UB				A.Y.24-25	A.Y.23-24
Q. Permanent Information		R.Emp1	2.	3.	4.	0	0
Salary	<input type="checkbox"/> Feed according to Form 16	A	B	C	D	0	0
House Property		E.Bus1	F	G	H	0	346078
Business		J	K	L			
Speculative Business		5.Bus1	6.	Z.	6.		
Dep. on Assets		M.	N.	O.	P.		
Clubbing/Minor Income							
U. Remuneration / Int /Profit Share							
4. U/S 44 AD / AE /ADA , LIC Agent							
V. Capital Gain						0	0
W. Other/ Exempt/ Special Rate Income						71398	119988
-Brought Forward Losses						71398	466066
+Deduction	S. 80C					0	12496
Declaration u/s 277 A	Y. Notes					71400	453570
9. General Information	Bal Sheet					0	0
Z. Prepaid Taxes						5406	4627
Investment	Challan					0	0
						-5406	-4627

Display Computation Club Compare Print Page Break Bal Sheet P&L F9 Preview

Return T. Return Form u/s 139 Details Return Filing Entry Rectification u/s 154 Notice u/s 139(9) Login on ITD portal

AIS/TIS Data Import AIS: / / / TIS: / / /

Import Details From Pre Year Bal

Point To Remember

Other Links Bal 10 E 10 IEA DMS E-Proceeding Go to Settings to activate Windows 04.06.2024 Exit