



**POWER OF SIMPLICITY**

**Sample Reports  
of  
Tax Collected at Source**

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# TCS Reports

## 1.1 TCS Reconciliation reports

### 1.1.1 TCS Challan Reconciliation

Go to **Gateway of Tally > Display > Account Books > Ledger** (select the TCS Duty Ledger and press **Enter**) > Press **Alt+F5** or click on **F5: Challan Reconcile**

<b>Ganesh Enterprises</b> #256 Koramangala Industrial Area Bangalore <b>TCS @ 2.5%</b> Reconciliation Statement  1-May-2010 to 7-May-2010							
TCS Challan Reconciliation							Page 1
							1-May-2010 to 7-May-2010
Date	Particulars	Cheque/DD No.	Name of Bank	BSR Code	Challan No.	Challan Date	Amount
5-5-2010	State Bank of India	588325	State Bank of India	00758421	855968	5-5-2010	38,500.00
7-5-2010	State Bank of India	588298	State Bank of India	00758421	855962	7-5-2010	20,672.00

Figure 1.1 TCS Challan Reconciliation

### 1.1.2 Form 27D Reconciliation

Go to **Gateway of Tally > Display > Account Books > Ledger** (select the Party Ledger and press **Enter**) > Press **Ctrl+F5**

<p style="text-align: center;"><b>Ganesh Enterprises</b> #256 Koramangala Industrial Area Bangalore</p> <p style="text-align: center;"><b>Chandra Timbers</b> Reconciliation Statement #25, MICO Layout Bangalore</p> <p style="text-align: center;">1-Apr-2008 to 7-May-2008</p>							
Date	Particulars	Form27D Issue	Vch Type	Vch No.	Debit	Credit	Page 1
1-4-2008	Cr (as per details)	7-7-2008	Sales	1	8,63,063.00		
	Sales @ 12.5%	7,50,000.00	Cr				
	TCS @ 2.5%	19,313.00	Cr				
	Output VAT @ 12.5%	93,750.00	Cr				
17-4-2008	Cr (as per details)	7-7-2008	Sales	5	4,05,595.00		
	Sales @ 12.5%	3,50,000.00	Cr				
	TCS @ 2.5%	11,845.00	Cr				
	Output VAT @ 12.5%	43,750.00	Cr				
21-4-2008	Cr (as per details)	7-7-2008	Sales	6	20,18,319.00		
	Sales @ 12.5%	17,50,000.00	Cr				
	TCS @ 2.5%	49,569.00	Cr				
	Output VAT @ 12.5%	2,18,750.00	Cr				
23-4-2008	Cr (as per details)	7-7-2008	Sales	7	19,60,653.00		
	Sales @ 12.5%	17,00,000.00	Cr				
	TCS @ 2.5%	48,153.00	Cr				
	Output VAT @ 12.5%	2,12,500.00	Cr				
					52,47,630.00		
	Dr Closing Balance					52,47,630.00	
					<b>52,47,630.00</b>	<b>52,47,630.00</b>	

Figure 1.2 Form 27D Reconciliation

## 1.2 Statutory Reports

### 1.2.1 Print Form 27D

Go to **Gateway of Tally > Display > Statutory Reports > TCS Reports > Print Form 27D**

Certificate No. : 001/206C			
<b>FORM NO. 27D</b>			
[See rule 37D]			
<b>Certificate under section 206C of the Income-tax Act, 1961 for Tax collected at source</b>			
<b>Name and address of the Collector</b>		<b>Name and address of the Collectee</b>	
Ganesh Enterprises #256 Koramangala Industrial Area Bangalore		Chandra Timbers # 25 MICO Layout Bangalore	
<b>PAN of the Collector</b>	<b>TAN of the Collector</b>	<b>PAN of the Collectee</b>	
AESDR4587A	BNUG45875F	AERVT4587S	
<b>CIT(TDS)</b>		<b>Assessment Year</b>	<b>Period</b>
Address Ashok Kumar, AJ Building, Shivajinagar		2011 - 12	<b>From</b>
City Bangalore Pin Code 560047			<b>To</b>
			1-4-2010 30-6-2010
<b>Summary of receipt</b>			
<b>Amount received/debited</b>	<b>Nature of receipt</b>	<b>Date of receipt/debit</b>	
8,26,875.00	Timber Obtained Under Forest Lease	7-5-2010	
15,40,000.00	Timber Obtained Under Forest Lease	5-5-2010	
<b>Summary of tax collected at source</b>			
<b>Quarter</b>	<b>Receipt Number of original quarterly statements of TCS under proviso to sub-section (3) of section 206C</b>	<b>Amount of tax collected in respect of the collectee</b>	<b>Amount of tax deposited/remitted in respect of the collectee</b>
Apr - Jun	115266995444112	59,172.00	59,172.00
Jul - Sep			
Oct - Dec			
Jan - Mar			
<b>DETAILS OF TAX COLLECTED AND DEPOSITED IN THE CENTRAL GOVERNMENT ACCOUNT THROUGH CHALLAN</b>			
(The Collector to provide payment wise details of tax collected and deposited with respect to the collectee)			
<b>S.No.</b>	<b>Tax Deposited in respect of the collectee (Rs.)</b>	<b>Challan identification number (CIN)</b>	
		<b>BSR Code of the Bank Branch</b>	<b>Date on which tax deposited (dd/mm/yyyy)</b>
		<b>Challan Serial Number</b>	
1	20,872.00	00758421	7-5-2010 855962
2	38,500.00	00758421	5-5-2010 855968
<b>Total</b>	<b>59,172.00</b>		
<b>Verification</b>			
I, <u>Rajesh Ram</u> , son/daughter of <u>Manoj</u> working in the capacity of <u>Chief Financial Officer</u> (designation) do hereby certify that a sum of Rs. <u>59,172.00</u> [Rs. <u>Fifty Nine Thousand One Hundred Seventy Two Only</u> (in words)] has been collected at source and deposited to the credit of the Central Government. I further certify that the information given above is true, complete and correct and is based on the books of account, documents, TCS statements, TCS deposited and other available records.			
<b>Place</b>	Bangalore		
<b>Date</b>	15-Jul-2010	<b>Signature of person responsible for collection of tax</b>	
<b>Designation:</b>	Chief Financial Officer	<b>Full Name:</b> Rajesh Ram	

Figure 1.3 Print Form 27D

### 1.2.2 Form 27EQ

Go to **Gateway of Tally > Display > Statutory Reports > TCS Reports > ETCS Forms** (select Form 27EQ)

The exported file is placed in the Tally.ERP 9 Directory or in the path specified with the file name as specified above



Figure 1.4 Form 27EQ.txt

The exported file (form 26Q) is required to be validated with the File Validation Utility (a freely downloadable utility from NSDL website) and after validation, the returns should be submitted to the department in CD along with Form 27B in Physical Form.

Similarly, generate E-TDS **Form 27E**.

### 1.2.3 Print Form 27B

Go to **Gateway of Tally > Display > Statutory Reports > TCS Reports > Print Form 27B**  
(select Form 27EQ)

**Form No. 27B**

Form for furnishing information with the statement of collection of tax at source filed on computer media for the period  
(From 1/4/2010 to 30/6/2010)

1 (a) Tax Collection Account No.  (c) Financial Year   
 (b) Permanent Account No.  (d) Assessment Year   
 (f) Previous receipt number

*(In Case return / statement has been filed earlier)*

2 Particulars of the collector

(a) Name	Ganesh Enterprises
(b) Type of Collector*	Others
(b) Branch / Division (if any)	
(c) Address	
Flat No.	#256
Name of the premises / building	Koramangala Industrial Area
Road / Street / Lane	Bangalore
Area / Location	
Town / City / District	
State	Karnataka
Pin code	560074
Telephone	080-55478453
E-mail	sales@ganesh.com

3 Name of the person responsible for collection of tax

(a) Name	Rajesh Ram
(b) Address	
Flat No.	#256
Name of the premises / building	Koramangala Industrial Area
Road / Street / Lane	
Area / Location	
Town / City / District	Bangalore
State	Karnataka
Pin code	560074
Telephone	080-55478453
E-mail	sales@ganesh.com

4 Control totals

Sr.No.	No. of party records	Amount paid Rs.	Tax Collected	Tax deposited (Total challan amount) Rs.
Total	2	40,86,875.00	59,172.00	59,172.00

5 Total Number of Annexures enclosed

6 Other Information

**VERIFICATION**

I, Rajesh Ram, hereby certify that all the particulars furnished above are correct and complete.

Place: Bangalore                      Signature of person responsible for collecting tax at source \_\_\_\_\_

Date: 7-Jul-2010                      Name and designation of person responsible for collecting tax at source Rajesh Ram, Chief Financial Officer

Figure 1.5 Print Form 27B

### 1.3 MIS Reports

#### 1.3.1 TCS Payables

Go to **Gateway of Tally > Display > Statements of Accounts > TCS Outstandings > TCS Payables**

<b>Ganesh Enterprises</b> #256 Koramangala Industrial Area Bangalore <b>TCS Payable</b> 1-Apr-2010 to 7-May-2010						
Date	Ref. No.	TCS Ledger Name	Pending Amount	Due on	Overdue by days	Page 1
10-Apr-2010	Sale/2	TCS @ 0.5%	3,600.00 Cr	7-May-2010	0	
	10-Apr-2010 Sales	3,600.00 Cr				
	4,000 Ltrs Liquor (IMFL)	150.00/Ltrs				
14-Apr-2010	Sale/4	TCS @ 2%	20,000.00 Cr	7-May-2010	0	
	14-Apr-2010 Sales	20,000.00 Cr				
			<u>23,600.00 Cr</u>			

Figure 1.6 TCS Payables

#### 1.3.2 TCS Ledger Outstandings

Go to **Gateway of Tally > Display > Statements of Accounts > TCS Outstandings > Ledger** (select TCS Duty Ledger)

<b>Ganesh Enterprises</b> #256 Koramangala Industrial Area Bangalore <b>TCS @ 2%</b> 1-Apr-2010 to 7-May-2010						
Date	Ref. No.	Partys' Name	Opening Amount	Pending Amount	Due on	Overdue by days
14-Apr-2010	Sale/4	Prakash Enterprises	20,000.00 Cr	20,000.00 Cr	7-May-2010	0
	14-Apr-2010 Sales	20,000.00 Cr				
28-Apr-2010	Sale/6	Prakash Enterprises	8,000.00 Cr	8,000.00 Cr	7-May-2010	0
	28-Apr-2010 Sales	8,000.00 Cr				
			<u>28,000.00 Cr</u>	<u>28,000.00 Cr</u>		

Figure 1.7 TCS Ledger Outstandings