**ITR-6 Return Filing: A Complete Guide for Companies**

Income Tax Return (ITR-6) is the prescribed return form for companies registered under the Companies Act, 2013 (or earlier Companies Act, 1956) that do not claim exemptions under Section 11 (applicable to charitable or religious institutions). This form is mandatory for businesses operating as private limited companies, public limited companies, or other corporate entities.

In this blog, we’ll cover who should file ITR-6, eligibility, required documents, step-by-step filing instructions, and common mistakes to avoid.

**What is ITR-6?**

ITR-6 is an income tax return form for companies that need to report their business income, deductions, and tax liabilities. It must be electronically filed with a digital signature (DSC).

✅ **Who Should File ITR-6?**

✔ All companies except those claiming exemption under Section 11  
✔ Private limited companies  
✔ Public limited companies  
✔ Foreign companies operating in India  
✔ One Person Companies (OPCs)  
✔ Startups registered as companies

❌ **Who Cannot File ITR-6?**

✖ Companies claiming exemption under Section 11 (charitable or religious institutions)  
✖ Companies registered as Partnership firms, LLPs, or Sole Proprietorships  
✖ Entities filing under ITR-7 (trusts, NGOs, political parties, etc.)

**Documents Required for ITR-6 Filing**

📌 PAN Card of the Company  
📌 Financial Statements (Balance Sheet, Profit & Loss Account)  
📌 Tax Audit Report (if applicable) under Section 44AB  
📌 Bank Account Statements  
📌 Form 26AS (TDS Details)  
📌 GST Details (if applicable)  
📌 Details of Shareholders & Directors  
📌 Foreign Assets & Income Details (if applicable)

**Step-by-Step Guide to Filing ITR-6**

Step 1: Login to the Income Tax E-Filing Portal

* Visit www.incometax.gov.in
* Enter the company’s PAN, password, and captcha to log in

Step 2: Select the ITR-6 Form

* Click on ‘File Income Tax Return’
* Choose the assessment year (AY 2024-25)
* Select ITR-6 as your return type

Step 3: Fill in Company Details

* Enter company name, PAN, registered address
* Mention nature of business activities

Step 4: Provide Financial Details

* Gross revenue & total turnover
* Profit before tax & taxable income
* Deductions & exemptions under various IT sections

Step 5: Disclose TDS, Advance Tax & Foreign Assets

* Report TDS deducted (as per Form 26AS)
* Mention advance tax or self-assessment tax paid
* Disclose foreign assets & income (if applicable)

Step 6: Validate & Compute Tax

* The system will calculate total taxable income & corporate tax liability
* Verify tax details and ensure accuracy

Step 7: Submit & E-Verify Using DSC

* ITR-6 must be digitally signed (DSC) by an authorized company official
* Click ‘Submit Return’
* If applicable, complete tax audit requirements under Section 44AB

**Due Date for ITR-6 Filing**

📅 Last Date for ITR-6 Filing (Without Audit): July 31st  
📅 With Tax Audit Requirement: October 31st

🚨 Penalty for Late Filing: ₹10,000 under Section 234F (if income exceeds ₹5 lakh)

**Corporate Tax Rates for Companies (AY 2024-25)**

| **Type of Company** | **Tax Rate** |
| --- | --- |
| Domestic company (turnover < ₹400 crore) | 25% |
| Domestic company (turnover > ₹400 crore) | 30% |
| New domestic manufacturing company (under Section 115BAB) | 15% |
| Companies opting for Section 115BAA | 22% |
| Foreign companies | 40% |

Additionally, cess (4%) and surcharge (if applicable) are levied.

**Benefits of Filing ITR-6 on Time**

✅ Avoid Penalties & Interest – Late filing attracts hefty fines  
✅ Claim Refunds – Faster processing of tax refunds  
✅ Stay Compliant – Helps avoid tax scrutiny & legal issues  
✅ Proof of Income & Financial Standing – Useful for loan approvals, investor funding, and tenders

**Common Mistakes to Avoid in ITR-6 Filing**

❌ Incorrect Reporting of Revenue & Expenses – Ensure accurate financial data  
❌ Non-Disclosure of Foreign Income & Assets – Mandatory for companies with global operations  
❌ Failure to File Tax Audit Report (if applicable) – Required under Section 44AB  
❌ Not Using Digital Signature Certificate (DSC) – ITR-6 must be filed with DSC

**Conclusion**

Filing ITR-6 is mandatory for companies to report their income, pay corporate taxes, and stay compliant with tax laws. By filing before the due date, maintaining proper financial records, and ensuring accuracy, businesses can avoid penalties and legal issues.

**Need Help with ITR-6 Filing?**

Our tax experts provide **professional assistance for accurate ITR-6 filing, corporate tax planning, and compliance**. **Contact us today for hassle-free tax filing! 🚀**