### **GST Filing**

### Input Fields:

- GSTIN, Legal/Trade Name, Filing Period, Return Type
- Sales (B2B, B2C, Exports, Credit/Debit Notes)
- Purchases & ITC (Inward supplies, RCM, Import)
- Tax Calculation (CGST, SGST, IGST, Interest, Penalty)
- Payment Details (Cash/Credit Ledger, Challan reference)
- Declaration (Authorized Signatory, Digital Signature)

### **Documents Required:**

- Sales & Purchase Invoices
- Debit/Credit Notes
- E-Wav Bills
- Challan copies
- Bank Statements (if needed)
- Previous GST Returns

### **ITR Filing**

#### Input Fields:

- PAN, Aadhaar, Name, DOB, Contact, Address, Return Type
- Income from Salary (Form 16, Allowances, Deductions)
- Income from House Property, Business/Profession, Capital Gains, Other Sources
- Deductions (80C, 80D, 80TTA, 80E, 80G etc.)
- Taxes Paid & TDS (Advance Tax, TDS from Form 26AS)
- Bank Details (for refund), Declaration & Verification

### **Documents Required:**

- Form 16, Form 26AS/AIS/TIS
- Interest Certificates (Banks/PO)
- Form 16A/B/C for TDS
- Capital Gains Statements
- Home Loan Certificate
- Investment Proofs (LIC, PPF, ELSS, NPS, Tuition fees)
- Donation Receipts, Health Insurance Premiums
- Bank Details, Previous ITR (optional)

# **TDS Return Filing**

#### Input Fields:

- TAN, PAN & Name of Deductor, Return Type (24Q, 26Q, 27Q, 27EQ)
- Financial Year & Quarter
- Deductee Details (PAN, Name, Payment Type, Amount, TDS Rate)
- Challan Details (BSR Code, Date, CIN)
- Verification by Authorized Signatory

### **Documents Required:**

- TAN registration details
- PAN of deductees
- Salary/Vendor payment records
- Challan copies (TDS payment)
- Form 16/16A
- Previous TDS returns

### Corporate Tax Filing

### Input Fields:

- PAN, TAN, CIN, Company Name, AY & Return Form (ITR-6)
- Nature of Business, Income Details (Turnover, Expenses, Depreciation, Other Incomes)
- Deductions & Exemptions (Business, R&D;, Donations)
- Tax Computation (MAT, DTAA relief)
- Tax Payments (Advance, Self-Assessment)
- Bank Details, Verification by Signatory

### **Documents Required:**

- Audited Financial Statements (P&L:, Balance Sheet)
- Tax Audit Report (Form 3CA/3CB & 3CD)
- Challan copies
- Form 26AS/AIS
- Related party transactions
- Board resolutions
- Previous ITR acknowledgement

# **Payroll Tax**

### Input Fields:

- Employer Details (PAN, TAN, Company Name)
- Employee Details (PAN, Aadhaar, Salary Structure, Deductions)
- Payroll Period
- Taxable Salary computation
- TDS Deducted from Salary
- Employer Contributions (PF, ESI)
- Net Payable Salary
- Bank transfer details

### **Documents Required:**

- Form 16 (employees)
- Salary register / Payroll records
- Employee investment proofs
- PF & ESI challans
- TDS challans (24Q filing)
- Payslips / Salary breakup

# **Tax Planning**

# Input Fields:

- PAN, Aadhaar (Individual) / Company PAN
- Expected Income (Salary, Business, Investments, Other Sources)
- Current Investments (PPF, ELSS, NPS, Insurance, etc.)
- Deductions (80C, 80D, Home Loan, Education Loan, Donations)
- Future financial goals & Risk profile

### **Documents Required:**

- Last year's ITR & Form 26AS
- Salary Slips / Form 16
- Investment proofs (FD, PPF, ELSS, Bonds)
- Insurance policies
- Loan statements
- Capital gains statements
- Donation receipts