

E-Tutorial

1. **Important Information for “26QC Correction”.**
2. **Brief steps for “26QC Correction”.**
3. **Description for “Requested Status of 26QC Correction”.**
4. **Pictorial guide for “26QC Correction”.**
5. **Procedure for 26QC Correction with E- verify (Internet Banking).**
6. **Pictorial guide for “26QC Correction with E-Verify” (Internet Banking).**
7. **Pictorial guide for “26QC Correction with DSC(Digital Signature Certificate)”.**
8. **Pictorial guide for “26QC Correction with AO Approval”.**
9. **Pictorial guide for “Approval by Tenant/Landlord for 26QC Correction”.**



1. Important Information for “26C Correction”

- Only Tenant(s) registered on TRACES can submit request for “**26QC correction**” under “Statements/Forms” Tab.
- 26QC Correction applicable from **Financial Year 2017-18** onwards.
- Fields of 26QC in which Correction is allowed as follows :
 1. PAN Details (Tenant/Landlord)
 2. Date of Payment/Credit
 3. Date of Deduction
 4. Amount Paid/Credited
 5. Property Details (Let Out)
 6. Total Value of Rent Payable
 7. Value of Last Month Rent paid
- If Digital Signature is registered on TRACES and Existing Landlord is known, the correction request can be submitted through E-Verify (Internet Banking)/AO approval/DSC for updating PAN details (Tenant/Landlord).
- If Digital Signature is not registered and Landlord is unknown, the correction request can be submitted through AO Approval option for updating PAN details (Tenant/Landlord).
- If Digital Signature is not registered and Tenant or Landlord is known , the correction request can be submitted through E-Verify(Internet Banking) /AO Approval option for updating PAN details (Tenant/Landlord).
- If PAN of Landlord is updated , the correction submitted will require existing Landlord's approval (if known) otherwise Tenant can opt for AO approval (In case existing Landlord is unknown).

1. Important Information for “26QC Correction”

- If PAN of Tenant is updated, the correction submitted will require existing Landlord's (If known) and updated Tenant's approval.
- If PAN of Tenant and PAN of Landlord are updated, the correction submitted will require existing Landlord's and New Tenant's approval. If existing Landlord is unknown then Tenant can opt for AO approval.
- If Amount Paid/Credited is updated, the correction submitted will require existing Landlord's approval (If known).
- If Date of Payment /Credit is updated, the correction submitted will require existing Landlord's approval (If known) and after that correction submitted will require AO approval.
- If Date of Deduction is updated, the correction submitted will require existing Landlord's approval (If known) and after that correction submitted will require AO approval.
- In case PAN of Landlord is PANNOTAVBL in the statement and if any correction done by Tenant then correction will be processed through Assessing Officer's approval.
- Jurisdictional AO will be decided on the bases of Tenant's PAN (PAN submitting the correction) Jurisdiction.
- While making 26QC correction, please ensure all the details in these critical fields are filled carefully as Second Time Correction will be processed only through TDS Assessing Officer's approval. After changes and approvals (Tenant/Landlord if required) correction will be submitted for approval of TDS Assessing Officer.
- Please update latest communication details i.e. e-mail id and mobile in profile section so that you may be contacted by the concerned officer for any clarification or query.

2. Brief steps for “26QC Correction”

- **Step 1** : Login to TRACES website with your “**User ID**”, “**Password**” and the “**Verification Code**”. Landing page will be displayed on Screen.
- **Step 2** : Select option “ **Request for Correction**” available under “**Statements/ Forms**” tab to initiate correction request. Select the Form Type 26QC for correction, on next screen 26QC Correction checklist will appear. After clicking on “**Proceed**” Pop-Up window will display (If DSC is not registered).
- **Step 3** : Select “**Financial Year**” and “**Acknowledgement Number**” according to filed Form 26QC, then Click on “**Request for Correction**” button to initiate request for correction. Request number will be generated for correction statement. User can check the requested Status in “**Track Correction Request**” option available under “**Statements/ Forms**” tab.
- **Step 4** : Go to “ **Track Correction Request**” option under “**Statements/ Forms**” tab and initiate correction once the status is “ Available”. Click on “Available” status to continue.
- **Step 5** : Mention CIN details of any one challan paid against 26QC then click on “Proceed” .
- **Step 6** : After clicking on proceed button details mentioned in 26QC will display on next screen. Select tab accordingly in which user want to do edit details. Click on “**Edit**” button. Pop up will be shown on the screen. Click on “**Save**” to save updated details then click on “**Submit Correction**”.

2. Brief steps for “26QC Correction”

- **Step 7** : Screen will display to “**Confirm the Details**” after Submission of Correction Statement (Updated details will be highlighted in Yellow Colour).
- **Step 8** : Profile details will be populated as updated on TRACES profile. Click on “**Submit Request**” to submit correction request.
- **Step 9** : After submission of Correction Request if **DSC** is not registered user gets the option to validate correction **through E-Verified (Internet Banking) or AO Approval** OR if DSC is registered user gets the option to validate correction **through E-Verified (Internet Banking), AO Approval or DSC**.

NOTE :

- After submitting the Correction, a Correction ID will be generated through which status of correction can be tracked.
- For Assessing Officer approval Tenant has to submit 26QC Correction acknowledgement with Rented property related documents (e.g. Agreement Copy of rented property), Proofs of payment made through Challan for 26QC, PAN Card etc. to Jurisdictional Assessing Officer within 14 days from the date of transmitting the data electronically. Otherwise, it will lead to rejection of correction statement.

OR

With “**E-Verified (Internet Banking) Service**” user can submit **26QC Correction** statement **without approval from Assessing Officer and without using DSC**. (**E-Verified Service** option is not available for NRI Taxpayers (www.nriservices.tdscpc.gov.in) website).

3. Description for “Requested Status of 26QC Correction”

Status	Description
Available	Once the request for correction is available for correction, status will be “Available”.
In Progress	User is working on a statement. Clicking on the hyperlink “In Progress” to proceed further.
Pending for PAN Approval	Status will be “Pending for PAN Approval” if Correction is submitted for Tenant or Landlord approval.
Pending for AO Approval	Once the correction is submitted and validated correction will be displayed with status as “Pending for AO Approval”(If user has chosen AO approval option).
Submitted to ITD	Status will be submitted to ITD if request is approved by AO or Tenant/Landlord (if required)
Processed	Status will be processed if request is processed by TDS CPC .
Cancelled	Status will be cancelled if request is cancelled by Tenant.
Rejected	Status will be Rejected if submitted correction is rejected by Tenant, Landlord, AO or TDSCPC.

5 . Pictorial guide for “26QC Correction”

Step 1 : Login to TRACES website with your “User ID”, “Password” and the “Verification Code”

The screenshot shows the TRACES website interface. At the top left is the TDS logo (Centralized Processing Cell) and the TRACES logo (TDS Reconciliation Analysis and Correction Enabling System). At the top right is the Government of India logo and the Income Tax Department logo. Below the logos is a navigation bar with links for Home, Deductor, Tax Payer, PAO, and Help. The main content area is titled "Login" and has three radio buttons: Deductor, Taxpayer (selected), and PAO. Below the radio buttons are four input fields: "User Id*" (containing "XXXXXXXXXX"), "Password*" (containing "*****"), "PAN for Tax Payer" (containing "XXXXXXXXXX"), and "Verification Code*" (containing "C3WAA"). Below the verification code field is a "Click on Login to proceed further" button. There are also links for "Register as New User" and "Forgot Password?". On the right side, there is a "Help" icon and a "Common Note" section. The "Common Note" section contains two bullet points: "If you are already registered in TRACES, please login with your registered User Id (PAN), Password & PAN else register as new user" and "User can not enter details in column PAN for Tax Payer/AIN for PAO as column will be auto-populated on the basis of User Id entered by user." There are also two callouts: "PAN will be auto-populated." and "Enter user id and password".

Click on Taxpayer

Click on help icon next to each field for more details

Enter user id and password

PAN will be auto-populated.

Click on Login to proceed further

For more details on any screen, click on Help icon

Common Note:

- If you are already registered in TRACES, please login with your registered User Id (PAN), Password & PAN else register as new user
- User can not enter details in column PAN for Tax Payer/AIN for PAO as column will be auto-populated on the basis of User Id entered by user.

5 . Pictorial guide for “26QC Correction”

Step 1 (Contd.) : Landing page will be displayed on Screen

TDS
Centralized Processing Cell

TRACES
TDS Reconciliation Analysis and Correction Enabling System

Government of India
Income Tax Department

My Home | Statements/Forms | View/ Verify Tax Credit | Request for Resolution | Downloads | Profile

Help

Implementation of update

Quick Links

- Form 16B/16C/16D (For Buyer/Tenant/Payer)
- Update Communication Details
- Salary Details reported by Employer
- Pension Details reported by Specified Bank (194P)
- Change Password

Welcome to TRACES!

TRACES is a user-friendly application that will help you to manage your account with Income Tax Department.

Some of the functionalities available through TRACES are listed below.

- View Form 26AS/Annual Tax Statement
 - View and download Form 26AS/Annual Tax Statement containing details of tax deduction, collection, tax payment, refund and AIR transactions
- Profile
 - Update Communication Details

Customer Care

Toll-free: 1800 103 0344

14600

User Login Details

Landing Page

5 . Pictorial guide for “26QC Correction”

Step 2 : Select option “ Request for Correction ” under “Statements/Forms” tab, to initiate correction request

The screenshot displays the TDS TRACES portal interface. At the top, the TDS logo (Centralized Processing Cell) and the TRACES logo (TDS Reconciliation Analysis and Correction Enabling System) are visible, along with the Government of India Income Tax Department emblem. The navigation bar includes tabs for 'My Home', 'Statements/Forms', 'View/ Verify Tax Credit', 'Request for Resolution', 'Downloads', and 'Profile'. The 'Statements/Forms' dropdown menu is open, and the 'Request for Correction' option is highlighted in blue. An orange callout bubble points to this option with the text: 'Click on “Request for Correction” option'. Other options in the dropdown include 'Track Correction Request', 'View Default Summary', 'Request for Justification Report Download', 'Request for Refund (For Forms 26QB/26QC/26QD)', 'Track Refund Request (For Forms 26QB/26QC/26QD)', 'Request Form 13/15C/15D', 'Track Request Form 13/15C/15D Challan Status', and 'Request for consumption status of Nil/Lower Deduction Certificate u/s 197 (Annexure II)'. The 'Quick Links' section on the left lists various services like Form 16B/16C/16D/16E, Update Communication Details, Salary Details reported by Employer, Pension Details reported by Specified Bank (194P), and Change Password. The right side of the page features a 'Help' button, 'Customer Care' contact information (Toll-Free: 1800 103 0344, 0120 4814600), and a 'User Login Details' section.

5 . Pictorial guide for “26QC Correction”

Step 2 (Contd.) : Select the Form Type 26QC for correction

The screenshot displays the TRACES (TDS Reconciliation Analysis and Correction Enabling System) interface. At the top left, the TDS Centralized Processing Cell logo is visible. The main header includes the TRACES logo and the Government of India Income Tax Department emblem. A navigation bar contains links for 'My Home', 'Statements/Forms', 'View/ Verify Tax Credit', 'Request for Resolution', 'Downloads', and 'Profile'. A 'Help' button is located on the right. The main content area is titled 'Request for Correction' and features an instruction: 'Please select Form Type for correction'. Below this, there are four radio button options: '26QB Correction', '26QC Correction', '26QD Correction', and '26QE Correction'. An orange callout bubble points to the '26QC Correction' radio button with the text 'Click on Form Type'. Another orange callout bubble points to the 'Proceed' button with the text 'Click on here to proceed further'.

5 . Pictorial guide for “26QC Correction”

Step 2 (Contd.) : 26QC Correction Checklist will display

Welcome TAXPAYER/EMPLOYEE/TRA Login Date: 03-Feb-2019, 11:03 AM

26QC Correction Check List

Sl No.	Conditions Applicable
1.	26QC filed by Tenant has been processed
2.	Only Tenant can submit request for 26QC Correction
3.	If Digital Signature for Tenant is registered and Existing Landlord is known, the correction request can be submitted through e-Verify(Internet Banking)/AO approval/DSC /Aadhaar for updating PAN details (Tenant/Landlord)
4.	If Digital Signature for Tenant is not registered for Tenant and Landlord is unknown, the correction request can be submitted through AO Approval option for updating PAN Details (Tenant/Landlord)
5.	If Digital Signature is not registered for Tenant and Landlord is known, the correction request can be submitted through e-Verify (Internet Banking)/AO Approval options for updating PAN Details (Tenant/Landlord)
6.	Software (available in Hard Token) provided by the Digital Signature Vendor is required to be installed on System while submitting 26QC correction request if Tenant is opting for DSC
7.	If PAN of Landlord is updated, the correction submitted will require existing Landlord's approval (If known) otherwise Tenant can opt for AO approval (In case Existing Landlord's Unknown)
8.	If PAN of Tenant is updated, the correction submitted will require existing Landlord's (If known) and updated Tenant's approval otherwise Tenant can opt for AO approval (In case Existing Landlord's Unknown)
9.	If PAN of Landlord and PAN of Tenant are updated, the correction submitted will require existing Landlord's and New Tenant's approval. If Landlord is unknown, Tenant can opt for AO approval
10.	If Amount/Paid Credited is updated, the correction submitted will require existing Landlord's approval (If Known) otherwise Tenant can opt for AO approval (In case Existing Landlord's Unknown)
11.	If Date of Payment/Credited is updated, the correction submitted will require existing Landlord's approval (If Known) and after that correction submitted will require A.O approval otherwise Tenant can opt for AO approval (In case Existing Landlord's Unknown)
12.	If Date of Deduction is updated, the correction submitted will require existing Landlord's approval (If Known) and after that correction submitted will require A.O approval otherwise Tenant can opt for AO approval (In case Existing Landlord's Unknown)
13.	While making 26QC correction, please ensure that all the details in these critical fields are filled carefully as second time 26QC correction would be processed only through TDS Assessing Officer's approval. After changes and approvals (Tenant/Landlord if required) your correction statement will be directly submitted for approval of the TDS Assessing Officer
14.	Jurisdictional Assessing Officer will be decided based on Tenant's PAN's (PAN submitting the correction) jurisdiction
15.	Please update latest Communication details i.e. e-mail id and mobile number in profile section so that you may be contacted by the concerned officer for any clarification or query

[Proceed](#)

Please read conditions carefully

Click here to proceed Further

5 . Pictorial guide for “26QC Correction”

Step 2 (Contd.) : After clicking on Proceed, Pop-up will be displayed in case DSC is not registered

The screenshot displays the TDS TRACES portal interface. At the top left is the TDS Centralized Processing Cell logo, and at the top right is the Government of India Income Tax Department logo. The main navigation bar includes 'My Home', 'Statements/Forms', 'View/ Verify Tax Credit', 'Request for Resolution', 'Downloads', and 'Profile'. A 'Help' button is located on the right. A message pop-up is centered on the screen, titled 'Message', with the following text: 'As you do not have registered Digital Signature or if you don't have e-verification (Internet banking), the correction request will require AO approval for critical fields update :'. Below this, a list of fields is provided: 'PAN Details (Tenant/Landlord)', 'Date of Payment / Credit', 'Date of Deduction', 'Amount Paid / Credited', 'Property Details (Let Out)', 'Total Value of Rent Payable', and 'Value of Last Month Rent Paid'. An 'Ok' button is at the bottom right of the pop-up. An orange callout bubble points to the 'Ok' button with the text 'Click on “OK” to continue'. In the background, a form is partially visible with instructions: 'Enter values in below fields and s...', 'If PAN of Landlord and PAN of 1 otherwise Tenant can opt for AO a...', and 'Jurisdictional TDS-Assessing Offic...'. A 'Financial Year' dropdown menu is also visible at the bottom left of the form area.

5 . Pictorial guide for “26QC Correction”

Step 3 : Select “Financial Year” and enter “Acknowledgement Number” according to filed Form 26QC, then Click on “Request for Correction” button

TDS Centralized Processing Cell | **TRACES** TDS Reconciliation Analysis and Correction Enabling System

Government of India
Income Tax Department

My Home | **Statements/Forms** | View/ Verify Tax Credit | Request for Resolution | Downloads | Profile

Help

Request For Correction-26QC

Enter values in below fields and submit correction request for Form 26QC

If PAN of Landlord and PAN of Tenant are updated, the correction submitted will require existing Landlord's (If Known) and New Tenant's approval otherwise Tenant can opt for AO approval if Landlord is unknown

Jurisdictional TDS-Assessing Officer will be decided based on Tenant's PAN (PAN submitting the correction) jurisdiction

Financial Year * --Select-- Acknowledgement Number *

Select 'Financial Year' and enter Acknowledgement Number

Click here to proceed further

Note : Request number will be generated after initiating correction request . User can check status in “Track Correction Request” option available under “Statements/ Forms ” tab.

5 . Pictorial guide for “26QC Correction”

Step 3 (Contd.) : Success Message will be displayed after initiating Correction Request.

The screenshot displays the TDS TRACES portal interface. At the top left, the TDS logo (Centralized Processing Cell) and the TRACES logo (TDS Reconciliation Analysis and Correction Enabling System) are visible. On the top right, the Government of India Income Tax Department logo is present. A navigation bar contains the following menu items: My Home, Statements/Forms (highlighted), View/ Verify Tax Credit, Request for Resolution, Downloads, and Profile. A yellow 'Help' button is located on the right side. The main content area shows a success message: "Request for correction for FY 2018-19 Acknowledgement Number AUT9993765 PAN of Tenant ABCDE1234F has been submitted. Request Number is 10143 and Request Date is 05-Feb-2019. You may check status of the request through 'Track Correction Request' under 'Statements/Forms' menu. Correction can be started once request status is 'Available'." Below this message is a blue button labeled "Go to Track Correction Request". Two callout boxes provide additional instructions: one points to the success message with the text "Success message will be displayed after initiating correction request.", and the other points to the "Go to Track Correction Request" button with the text "Click here to check requested status under 'Track Correction Request'".

5 . Pictorial guide for “26QC Correction”

Step 4 : Go to “ Track Correction Request” option under “Statements/Forms” tab and initiate correction once the status is “ Available”. Click on “Available” status to continue

The screenshot shows the 'Track Correction Request' page. At the top, there is a navigation bar with tabs: 'My Home', 'Statements/Forms' (selected), 'View/ Verify Tax Credit', 'Request for Resolution', 'Downloads', and 'Profile'. A 'Help' button is visible in the top right corner. Below the navigation bar, the page title 'Track Correction Request' is displayed. A search bar contains the instruction: 'Enter any of the below search options to view the correction requests'. Below the search bar are three radio buttons: 'Request', 'Date:', and 'View All'. A callout bubble points to the 'View All' radio button with the text: 'Request Status can be Tracked by clicking on Request No, Date or View All'. Below the search options is a section titled 'Correction Request Details' with three instructions: 'Click on a row to select it and click on status as 'Available' or 'In Progress' to start or work on correction for a statement.', 'Click on Pending for PAN Approval to Approve the selected correction request', and 'Click on a row to select it and click 'Cancel Correction Request' to cancel the correction request before approval/processing'. At the bottom, there is a table with the following data:

Request ID	Correction Request Date	Acknowledgement Number	Form Type	Status As On Date	Correction Status	Date of Submission of Correction Acknowledgement	Remarks	Assessing Officer Details
10143	29-Jan-2019	AUT9954021	26QC	29-Jan-2019	Available	-		-
10090	30-Jan-2019	AUT9932703	26QC	30-Jan-2019	Processed	30-Jan-2019		

A callout bubble points to the 'Available' status in the first row of the table with the text: 'Click here to continue.'

5 . Pictorial guide for “26QC Correction”

Step 5 : Mention CIN details of any one challan paid against 26QC then click on “Proceed”

The screenshot shows the 'Statements/Forms' section of the Income Tax Department's portal. The navigation bar includes 'My Home', 'Statements/Forms', 'View/ Verify Tax Credit', 'Request for Resolution', 'Downloads', and 'Profile'. A 'Help' button is located in the top right corner. The main heading reads: 'Mention Challan details of any one challan as per 26QC statement filed for Acknowledgement Number AUT9993765, PAN of Tenant ABCPE1234F and PAN of Landlord GKWHP1234I'. Below this, there are four input fields: 'Bank Branch Code (BSR)*', 'Date of Deposit* (dd-mmm-yyyy; e.g., 12-Dec-1980)', 'Challan Serial Number* (5 digits; e.g., 00053)', and 'Challan Deposit Amount* (₹)(e.g., 1987.00)'. The 'Date of Deposit' field contains '25-dec-2018'. At the bottom left, there is a 'Proceed' button. Two orange callout boxes provide instructions: one pointing to the 'Date of Deposit' field with the text 'Mention CIN details as per Challan', and another pointing to the 'Proceed' button with the text 'Click on Proceed to continue.'

5 . Pictorial guide for “26QC Correction”

Step 6 : After clicking on proceed button details as per 26QC filed will display

The screenshot shows the TDS TRACES portal interface. The header includes the TDS logo, the TRACES title, and the Government of India Income Tax Department logo. The navigation menu has 'Statements/Forms' selected. A 'Help' button is visible on the right. Below the navigation, there are progress indicators for Step 1, Step 2, and Step 3. The main content area displays a table with the following data:

Financial Year	2018-19	Updated Financial Year	
PAN of Tenant	ABCPE1234F	Updated PAN of Tenant	
PAN of Landlord	GKWHP1234I	Updated PAN of Landlord	
Total Amount Paid / Credited	1200000.00	Updated Total Amount Paid / Credited	
Date of Payment / Credit	25-Jun-2018	Updated Date of Payment / Credit	
Date of Tax Deduction	25-Oct-2018	Updated Date of Tax Deduction	
Flat / Door / Block No.	Shyam Sunder Sweet Corner	Updated Flat/Door/Block No.	
Name of Premises / Building / Village	H 158/ Sec63	Updated Name of Premises/Building/Village	
Road / Street / Lane	Grand Trunk Road	Updated Road/Street/Lane	
City / District	Ghaziabad	Updated City/District	
State	Uttar Pradesh	Updated State	
PIN Code	201001	Updated PIN Code	
Total Value of Rent Payable	1200000.00	Updated Total Value of Rent Payable	
Value of Last Month Rent Paid	0.00	Total Value of Last Month Rent Paid	

An orange callout bubble points to the 'Updated' columns of the table, containing the text: 'Details as per 26QC filed'.

5 . Pictorial guide for “26QC Correction”

Step 6 (Contd.) : Click on “Edit” Button before updating required critical field, a pop-up will be displayed on the screen

Click on 'Submit Correction' to submit the correction statement for approval / processing

PAN of Tenant* (Lessee/Payer) ABCPE1234F Full Name of Transferee* (Lessee/Payer) HARPAL SINGH MANN AND MAHIPAL

Category of Transferee (Lessee/Payer) Ad No

Complete Address of the Lessee

Flat / Door / Block No. / Village

Road / Street / Lane FATEHGARH SHAIB

State*

PIN Code*

If PAN of Tenant or Landlord is mandatory, please update PAN details in profile section. Email ID and Mobile Number are

Email ID of Old Tenant

Mobile Number of Old Tenant

Edit Save Submit Correction

All Critical fields are allowed twice for correction. While making 26QC corrections make sure that all the details filled in these critical fields are filled carefully as second time 26QC correction would be processed only through Assessing Officer's approval.

PAN Details (Tenant/Landlord)
Date of Payment / Credit
Date of Deduction
Amount Paid / Credited
Property Details (Let Out)
Total Value of Rent Payable
Value of Last Month Rent Paid

Please update latest Communication details i.e. e-mail id and mobile number in profile section so that you may be contacted by the concerned officer for any clarification or query

OK

Click here to edit details

Pop up will be displayed on the screen after clicking on Edit button

Click OK to proceed further.

5 . Pictorial guide for “26QC Correction”

Step 6 (Contd.) : Click on “Save” button after updating details then click on “Submit Correction”

Total Value of Rent Payable	1200000.00	Updated Total Value of Rent Payable	
Value of Last Month Rent Paid	0.00	Total Value of Last Month Rent Paid	

Financial Year and Tax Applicable | **Tenant Details** | Landlord Details | Rented Property Details | Amount Paid/Credited

Click on Edit to update the details and click on 'Save' to Save the updates

Click on 'Submit Correction' to submit the correction statement for approval / processing

PAN of Tenant* (Lessee/Payer) Full Name of Transferee* (Lessee/Payer)

Category of Transferee (Lessee/Payer) Whether more than one* Tenant/Lessee

Complete Address of the Lessee

Flat / Door / Block No. Name of Premises / Building / Village

Road / Street / Lane City / District*

State*

PIN Code*

If PAN of the Tenant or Landlord has been updated then you must provide Old & New Landlord's along with New Tenant Email ID and Mobile Number are mandatory

Email ID of Old Tenant Email ID of New Tenant

Mobile Number of Old Tenant Mobile Number of New Tenant

After updating details
Click on “save” to save
updated details

Click here to Submit
Correction Request.

5 . Pictorial guide for “26QC Correction”

Step 6 (Contd.) : Select “Tenant Details” tab to update respective details

Total Value of Rent Payable: 1200000.00
Updated Total Value of Rent Payable: []
Value of Last Month Rent Paid: 0.00
Total Value of Last Month Rent Paid: []

Financial Year and Tax Applicable | **Tenant Details** | Landlord Details | Rented Property Details | Amount Paid/Credited

Click on Edit to update the details and click on 'Save' to Save the updates
Click on 'Submit Correction' to submit the correction statement for approval / processing

PAN of Tenant* (Lessee/Payer): ABCPE1234F
Full Name of Transferee* (Lessee/Payer): DUBEY
Category of Transferee (Lessee/Payer): Individual
Whether more than one* Tenant/Lessee: No

Complete Address of the Lessee

Flat / Door / Block No.: 3
Road / Street / Lane: null
State*: Uttar Pradesh
PIN Code*: 201001
Name of Premises / Building / Village: OLD GANDHI NAGAR
City / District*: GHAZIABAD

If PAN of the Tenant or Landlord has been updated then updated Old & New Landlord's along with New Tenant Email ID and Mobile Number mandatory

Email ID of Old Tenant: jalaj.dubey@infosys.com
Email ID of New Tenant: []
Mobile Number of Old Tenant: 9826377430
Mobile Number of New Tenant: []

Buttons: Edit, Save, Submit Correction

Note : On applying correction in PAN of Tenant or Landlord or both, user will be asked to confirm if PAN of Landlord is known or unknown.

5 . Pictorial guide for “26QC Correction”

Step 6 (Contd.) : Select “Landlord Details” tab to update respective details

Financial Year and Tax Applicable | Tenant Details | **Landlord Details** | Rented Property Details | Amount Paid/Credited

1 Click on Edit to update the details and click on 'Save' to Save the updates.

1 Click on 'Submit Correction' to submit the correction statement for approval / processing

PAN of Landlord* (Lessor/Payee) Full Name of Landlord* (Lessor/Payee)

Category of Landlord (Lessor/Payee) Whether more than one Lessor/Payee

Complete Address of the Lessee

Flat / Door / Block No. Name of Premises / Building / Village

Road / Street / Lane City / District*

State*

PIN Code*

1 IF PAN of the Tenant or Landlord has been updated then updated Old & New Landlord's along with New Tenant Email ID and Mobile Number are mandatory

1 IF PAN of the Landlord or Total Amount Paid/Credited/Date of Payment/Credit/Date of Deduction has been updated then updated Old & New Landlord's Email ID and Mobile Number are mandatory

1 IF Total Amount Paid/Credited /Date of Payment/Credit has been updated then updated Email ID and Mobile Number of Old Landlord are mandatory in same fields i.e. Email Id and Mobile No. of Old landlord

Email ID of Old Landlord Email ID of New Landlord

Mobile Number of Old Landlord Mobile Number of New Landlord

Note : On applying correction of Tenant or Landlord or both, user will be asked to confirm if PAN of Landlord is known or unknown.

5 . Pictorial guide for “26QC Correction”.

Step 6(Contd.) : Select “ Rented Property Details” tab to update Property Address details

	Step 1	Step 2	Step 3
Financial Year	2018-19	Updated Financial Year	
PAN of Tenant	ABCPE1234F	Updated PAN of Tenant	
PAN of Landlord	GKWHP1234I	Updated PAN of Landlord	
Total Amount Paid / Credited	1200000.00	Updated Total Amount Paid / Credited	
Date of Payment / Credit	25-Jun-2018	Updated Date of Payment / Credit	
Date of Tax Deduction	25-Oct-2018	Updated Date of Tax Deduction	
Flat / Door / Block No.	Shyam Sunder Sweet Corner	Updated Flat/Door/Block No.	
Name of Premises / Building / Village	H 158/ Sec63	Updated Name of Premises/Building/Village	
Road / Street / Lane	Grand Trunk Road	Updated Road/Street/Lane	
City / District	Ghaziabad	Updated City/District	
State	Uttar Pradesh	Updated State	
PIN Code	201001	Updated PIN Code	
Total Value of Rent Payable	1200000.00	Updated Total Value of Rent Payable	
Value of Last Month Rent Paid	0.00	Total Value of Last Month Rent Paid	

Financial Year and Tax Applicable | Tenant Details | Landlord Details | **Rented Property Details** | Amount Paid/Credited

Click on Edit to update the details and click on 'Save' to Save the updates

Click on 'Submit Correction' to submit the correction statement for approval / processing

Type of Property*

Complete Address of the Rented Property

Flat / Door / Block No. Name of Premises / Building / Village

Road / Street / Lane City / District*

State*

PIN Code*

Callouts:

- Select here to update Rented property Details (points to the 'Rented Property Details' tab)
- Click on Edit to update the details (points to the 'Edit' button)
- Click on Save to save updated details (points to the 'Save' button)
- Click here to Submit Correction Request (points to the 'Submit Correction' button)

5 . Pictorial guide for “26QC Correction”.

Step 6(Contd.) : Select “Amount Paid/Credited” to update respective details

Name of Premises / Building / Village	H 158/ Sec63	Updated Name of Premises/Building/Village	
Road / Street / Lane	Grand Trunk Road	Updated Road/Street/Lane	
City / District	Ghaziabad	Updated City/District	
State	Uttar Pradesh	Updated State	
PIN Code	201001	Updated PIN Code	
Total Value of Rent Payable	1200000.00	Updated Total Value of Rent Payable	
Value of Last Month Rent Paid	0.00	Total Value of Last Month Rent Paid	

Financial Year and Tax Applicable | Tenant Details | Landlord Details | Rented Property Details | **Amount Paid/Credited**

Click on Edit to update the details and click on 'Save' to Save the updates

Click on 'Submit Correction' to submit the correction statement for approval / processing

Total Value of Rent Payable* Period of Tenancy*

Value of Rent paid in Last Month*

Amount Paid / Credited - Amount payable to the Lessor / Landlord

Crores*	<input type="text" value="0"/>	Lakhs*	<input type="text" value="0"/>	Thousands*	<input type="text" value="0"/>	Hundreds*	<input type="text" value="0"/>	Tens*	<input type="text" value="0"/>	Ones*	<input type="text" value="0"/>
Crores*	<input type="text" value="0"/>	Lakhs*	<input type="text" value="0"/>	Thousands*	<input type="text" value="0"/>	Hundreds*	<input type="text" value="0"/>	Tens*	<input type="text" value="0"/>	Ones*	<input type="text" value="0"/>

Total Amount Paid / Credited* Value in Words*

Date of Payment / Credit* Date of Tax Deduction*
(Date of Payment to the Lessor/Landlord) (dd-mmm-yyyy; e.g., 12-Dec-2014) (dd-mmm-yyyy; e.g., 12-Dec-2014)

Select here to update "Amount Paid/Credit"

Click on Save to save updated details

Click on Edit to update the details

Click here to Submit Correction Request

Note : If Amount Paid/Credited is updated, Correction submitted will require Landlord's approval.

5 . Pictorial guide for “26QC Correction”

Step 7: After clicking on “Submit Correction” button confirmation screen will display to confirm the updated details

Step 1 --- Step 2 --- Step 3

Financial Year and Tax Applicable		Edit
<input type="radio"/> (0020)INCOME-TAX ON COMPANIES (CORPORATION TAX)		<input checked="" type="radio"/> (0021)INCOME-TAX (OTHER THAN COMPANIES)
Financial Year		2018-19
<input checked="" type="radio"/> (800)TDS ON SALE OF PROPERTY		

Tenant Details		Edit
PAN of Transferee* (Tenant/Payer)		ACBPS5574T
Full Name of Lessee* (Tenant/Payer)		PRATEEK
Category of Lessee (Tenant/Payer)		Individual
Whether more than one* Tenant/Lessee		No
Complete Address and Communication Details		
Flat / Door / Block No.		B9C
Name of Premises / Building / Village		RAM KRISHNA NIWAS
Road / Street / Lane		JANAM BHUMI LINK ROAD
City / District*		MATHURA
State*		Uttar Pradesh
PIN Code*		281003
Email Id		abc@gmail.com
Mobile Number		999999999

Tenant can edit the latest updated details

Updated details will be highlighted in Yellow Colour

5 . Pictorial guide for “26QC Correction”

Step 7: After clicking on “Submit Correction” button confirmation screen will display to confirm the updated details

Landlord Details	Edit
PAN of Lessor* (Landlord/Payee)	ACBPS5574N
Full Name of Lessor* (Landlord/Payee)	MANJULA DAS
Category of Lessor (Landlord/Payee)	Individual
Whether more than one* Landlord/Lessor	No
Complete Address and Communication Details	
Flat / Door / Block No.	1422
Name of Premises / Building / Village	
Road / Street / Lane	
City / District*	NEW DELHI
State*	Delhi
PIN Code*	110023
Email Id	ANS_USER@TDSCPCTD.NET
Mobile Number	0909090909

Tenant can edit the latest updated details

5 . Pictorial guide for “26QC Correction”

Step 7(Contd.): Click on “Confirm the Details” button to confirm updated details

Rented Property Details	Edit
Type of Property*	Building
Flat / Door / Block No.	Shyam Sunder Sweet Corner
Name of Premises / Building / Village	H 158/ Sec63
Road / Street / Lane	Grand Trunk Road
City / District*	Ghaziabad
State*	Uttar Pradesh
PIN Code*	201001

Tenant can edit the latest updated details

Amount Paid / Credited	Edit
Total Value of Rent Payable*	1200000.00
Value of Rent paid in Last Month*	0.00
Period of Tenancy*	10
Total Amount Paid / Credited*	1200000.00
Value in Words*	Twelve Lakhs Only
Date of Payment / Credit* (dd-mmm-yyyy; e.g., 12-Dec-1980)	25-Jun-2018
Date of Tax Deduction* (dd-mmm-yyyy; e.g., 12-Dec-1980)	25-Oct-2018

Click here to go back to previous details

Click here to confirm the updated details

[Back](#) [Confirm the Details](#)

5 . Pictorial guide for “26QC Correction”.

Step 7(Contd.): After clicking on “Confirm the Details” button, a pop-up will be displayed to confirm if PAN of Landlord is known or unknown.

The screenshot shows a web form for 26QC correction. At the top, there are fields for 'Email Id' (ANS_USER@TDSCPCTD.NET) and 'Mobile Number' (0909090909). Below this is a section for 'Rented Property Details' with an 'Edit' link. The details include: Type of Property (Building), Flat / Door / Block No. (Shyam Sunder Sweet Corner), Name of Premises / Building / Village (H 158/ Sec63), Road / Street / Lane (Grand Trunk Road), City / District (Ghaziabad), State (Uttar Pradesh), and PIN Code (201001). A callout bubble points to the 'State' field with the text 'Select here if PAN of Landlord is known'. Below the property details is a section for 'Amount Paid / Credit' with fields for 'Total Value of Rent Payable', 'Value of Rent paid in Last Month', 'Period of Tenancy', 'Total Amount Paid / Credited', 'Value in Words', 'Date of Payment / Credit', and 'Date of Tax Deduction'. A pop-up window titled 'Approval for Correction request' is displayed over the 'Amount Paid / Credit' section. The pop-up asks: 'Would you like to send the 26QC correction request to PAN of the Landlord or AO?' and provides instructions: 'Click on 'AO' if PAN of the Landlord is not known.' There are two buttons: 'PAN OF LANDLORD' and 'AO'. A callout bubble points to the 'AO' button with the text 'Select "AO" if PAN of the Landlord is Unknown'. At the bottom of the form are 'Back' and 'Confirm the Details' buttons.

Email Id	ANS_USER@TDSCPCTD.NET
Mobile Number	0909090909

Rented Property Details Edit	
Type of Property*	Building
Flat / Door / Block No.	Shyam Sunder Sweet Corner
Name of Premises / Building / Village	H 158/ Sec63
Road / Street / Lane	Grand Trunk Road
City / District*	Ghaziabad
State*	Uttar Pradesh
PIN Code	201001

Amount Paid / Credit	
Total Value of Rent Payable*	
Value of Rent paid in Last Month*	
Period of Tenancy*	
Total Amount Paid / Credited*	
Value in Words*	
Date of Payment / Credit* (dd-mmm-yyyy; e.g., 12-Dec-1980)	
Date of Tax Deduction* (dd-mmm-yyyy; e.g., 12-Dec-1980)	

Approval for Correction request ×

Would you like to send the 26QC correction request to PAN of the Landlord or AO?

Click on 'AO' if PAN of the Landlord is not known.

5 . Pictorial guide for “26QC Correction”.

Step 7(Contd.): After Clicking on AO button then below pop-up will be displayed, if PAN of Landlord is changed in correction statement

Rented Property Details		Edit
Type of Property*	Building	
Flat / Door / Block No.	Shyam Sunder Sweet Corner	
Name of Premises / Building / Village	H-150, Sec-03	
Road / Street / Lane	Grand Trunk Road	
City / District*	Ghaziabad	
State*		
PIN Code*		

Amount Paid / Credited	
Total Value of Rent Payable*	
Value of Rent paid in Last Month*	
Period of Tenancy*	10
Total Amount Paid / Credited*	0.00
Value in Words*	Months Only
Date of Payment / Credit* (dd-mmm-yyyy; e.g., 12-Dec-1980)	25-Jun-2018
Date of Tax Deduction* (dd-mmm-yyyy; e.g., 12-Dec-1980)	25-Oct-2018

Disclaimer [X]

It is to declare that I am the Tenant of the rented property and by mistake mentioned wrong/incorrect PAN of Landlord. The same is being corrected now.

[Proceed](#) [Cancel](#)

Click here to proceed further

[Back](#) [Confirm the Details](#)

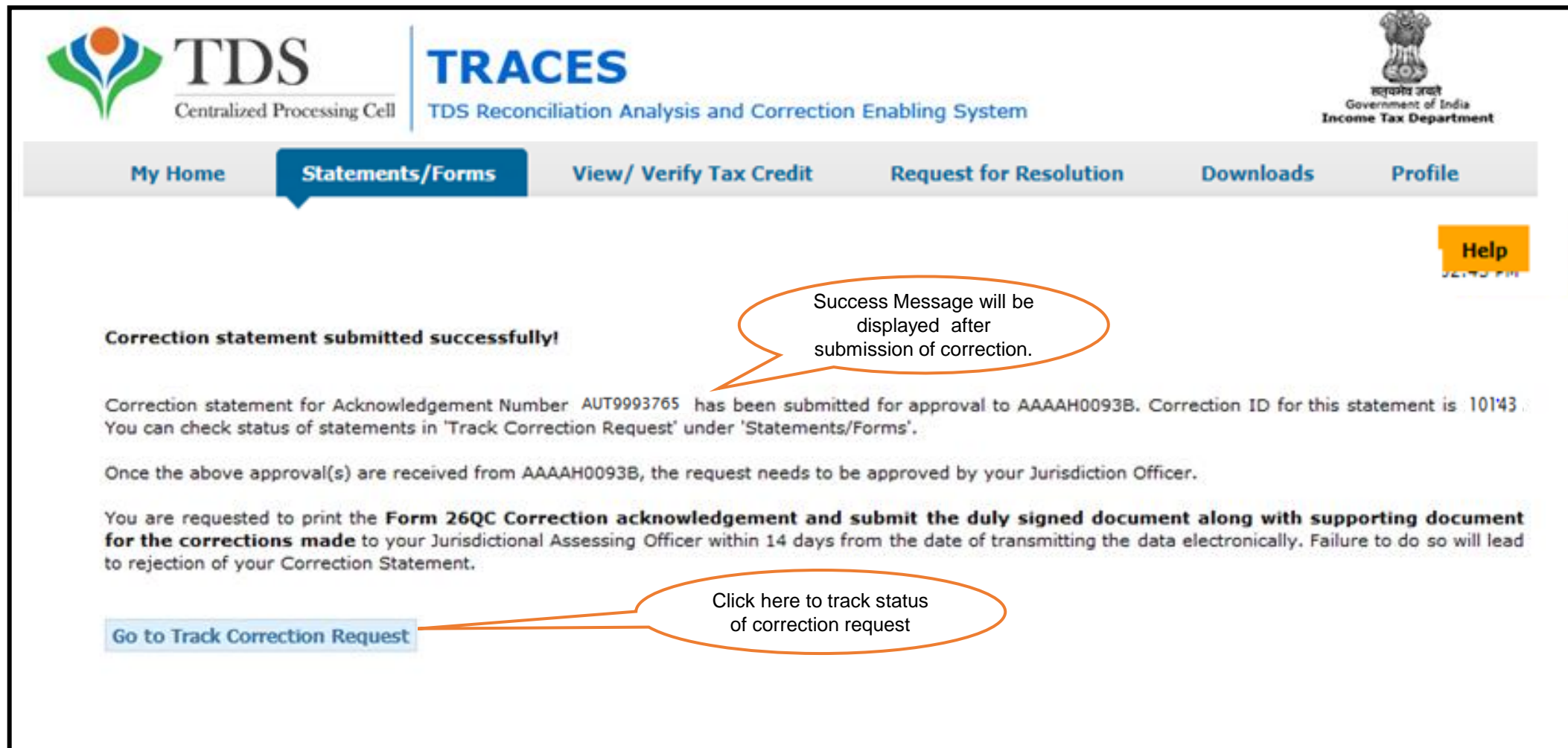
5 . Pictorial guide for “26QC Correction”

Step 7 (Contd.) : User is navigated to final submission page. After clicking on submit request button below dialogue box will be opened.

The screenshot shows a web interface for 26QC Correction. At the top, there is a navigation bar with tabs: "My Home", "Statements/Forms" (active), "View/ Verify Tax Credit", "Request for Resolution", "Downloads", and "Profile". A "Help" button is located on the right. Below the navigation bar, there is a progress indicator showing "Step 1 ---- Step 2 ---- Step 3". The main content area contains a form with fields for "Full Name of Person", "Father's Name of Person responsible for Deduction of Tax", "Designation of Person responsible for Deduction of Tax", and "Place: Vijay Nagar". A "Submit Request" button is at the bottom left. A pop-up dialog box is open in the center, displaying the message: "AO Details will be available on 'Track Correction Request' Screen under '26QC', once the 'Correction Status' appears as 'Pending for AO approval'". The dialog box has "Continue" and "Cancel" buttons. Three callouts are present: one pointing to the "Submit Request" button with the text "After clicking on submit Request Button –pop-up message will appear in case of AO Approval"; one pointing to the "Continue" button with the text "Click here to proceed further"; and one pointing to the "Cancel" button with the text "Click here to go back to previous page".

5 . Pictorial guide for “26QC Correction”

Step 7 (Contd.): After clicking on continue button, success message will be displayed.



The screenshot displays the TDS TRACES portal interface. At the top left is the TDS Centralized Processing Cell logo. In the center is the TRACES logo with the text 'TDS Reconciliation Analysis and Correction Enabling System'. At the top right is the Government of India Income Tax Department logo. Below the logos is a navigation menu with options: 'My Home', 'Statements/Forms' (highlighted), 'View/ Verify Tax Credit', 'Request for Resolution', 'Downloads', and 'Profile'. A 'Help' button is located on the right side. The main content area shows a success message: 'Correction statement submitted successfully!'. Below this, it states: 'Correction statement for Acknowledgement Number AUT9993765 has been submitted for approval to AAAAH0093B. Correction ID for this statement is 10143. You can check status of statements in 'Track Correction Request' under 'Statements/Forms'. Once the above approval(s) are received from AAAAH0093B, the request needs to be approved by your Jurisdiction Officer. You are requested to print the **Form 26QC Correction acknowledgement and submit the duly signed document along with supporting document for the corrections made** to your Jurisdictional Assessing Officer within 14 days from the date of transmitting the data electronically. Failure to do so will lead to rejection of your Correction Statement.' At the bottom left, there is a button labeled 'Go to Track Correction Request'. Two callout boxes provide additional information: one pointing to the success message stating 'Success Message will be displayed after submission of correction.', and another pointing to the 'Go to Track Correction Request' button stating 'Click here to track status of correction request'.

Correction statement submitted successfully!

Success Message will be displayed after submission of correction.

Correction statement for Acknowledgement Number AUT9993765 has been submitted for approval to AAAAH0093B. Correction ID for this statement is 10143. You can check status of statements in 'Track Correction Request' under 'Statements/Forms'.

Once the above approval(s) are received from AAAAH0093B, the request needs to be approved by your Jurisdiction Officer.

You are requested to print the **Form 26QC Correction acknowledgement and submit the duly signed document along with supporting document for the corrections made** to your Jurisdictional Assessing Officer within 14 days from the date of transmitting the data electronically. Failure to do so will lead to rejection of your Correction Statement.

[Go to Track Correction Request](#)

Click here to track status of correction request

5 . Pictorial guide for “26QC Correction”

Step 7 (Contd.): Correction status will be “Pending for AO Approval”. User can check AO details in “AO Detail” column under “ Track Correction Request” option

Track Correction Request

Enter any of the below search options to view the correction requests

Request Date: View All

Correction Request Details

- Click on a row to select it and click on status as 'Available' or 'In Progress' to start or work on correction for a statement
- Click on Pending for PAN Approval to Approve the selected correction request
- Click on a row to select it and click 'Cancel Correction Request' to cancel the correction request before approval/processing

Request ID	Correction Request Date	Acknowledgement Number	Correction Type	Status As On Date	Correction Status	Date of Submission of Correction Acknowledgement	Remarks	Assessing Officer Details
10143	05-Feb-2019	AUT9993765	26QC	05-Feb-2019	Pending for AO Approval	-		ITO TDS GHAZIABAD,AAYAKAP BUILDING,MEERUT
8984	29-Jan-2019	AUT4826453	26QC	29-Jan-2019	Available	-		-
8982	29-Jan-2019	AUT4826816	26QC	29-Jan-2019	Available	-		-
8979	29-Jan-2019	AUT48210445	26QC	29-Jan-2019	Available	-		-

Page 15 of 26 View 141 - 150 of 255

View/Download Acknowledgement button will be enabled once status is Pending for AO Approval

Correction status will be Pending for AO Approval

User can check AO details in “Assessing Officer Detail” column

Cancel Button will not be enabled once approval received from PAN of Landlord/Tenant /AO Approval or Correction is Processed

5 . Pictorial guide for “26QC Correction”.

Step 7(Contd.): After clicking on “Confirm the Details” button, a pop-up will be displayed to confirm if PAN of Landlord is known or unknown.

The screenshot shows a web form for 26QC correction. At the top, there are fields for 'Email Id' (ANS_...@CPCTD.NET) and 'Mobile Number' (0...). Below this is a section for 'Rented Property Details' with an 'Edit' link. The details include: Type of Property (Building), Flat / Door / Block No. (Shyam Sunder...), Name of Premises / Building / Village (H...), Road / Street / Lane (Grand Trunk Road), City / District (Ghaziabad), State (Uttar Pradesh), and PIN Code (201001). Below the property details is a section for 'Amount Paid / Credit' with fields for Total Value of Rent Payable, Value of Rent paid in Last Month, Period of Tenancy, Total Amount Paid / Credited, Value in Words, Date of Payment / Credit, and Date of Tax Deduction. A pop-up window titled 'Approval for Correction request' is overlaid on the form. It asks: 'Would you like to send the 26QC correction request to PAN of the Landlord or AO?' and provides instructions: 'Click on 'AO' if PAN of the Landlord is not known.' There are two buttons: 'PAN OF LANDLORD' and 'AO'. A callout bubble points to the 'PAN OF LANDLORD' button with the text 'Select here if PAN of Landlord is known'. Another callout bubble points to the 'AO' button with the text 'Select "AO" if PAN of the Landlord is Unknown'. At the bottom of the form, there are 'Back' and 'Confirm the Details' buttons.

Rented Property Details		Edit
Type of Property*	Building	
Flat / Door / Block No.	Shyam Sunder...	
Name of Premises / Building / Village	H...	
Road / Street / Lane	Grand Trunk Road	
City / District*	Ghaziabad	
State*	Uttar Pradesh	
PIN Code	201001	

Amount Paid / Credit	
Total Value of Rent Payable	
Value of Rent paid in Last Month*	
Period of Tenancy*	
Total Amount Paid / Credited*	
Value in Words*	
Date of Payment / Credit* (dd-mmm-yyyy; e.g., 12-Dec-1980)	
Date of Tax Deduction* (dd-mmm-yyyy; e.g., 12-Dec-1980)	

Approval for Correction request

Would you like to send the 26QC correction request to PAN of the Landlord or AO?

Click on 'AO' if PAN of the Landlord is not known.

Back Confirm the Details

5 . Pictorial guide for “26QC Correction”

Step 7 (Contd.) : After Clicking on “PAN of Landlord” button (If Landlord is known), details as PAN database will reflect on next screen

English

TDS Centralized Processing Cell | **TRACES** TDS Reconciliation Analysis and Correction Enabling System

Government of India
Income Tax Department

My Home | **Statements/Forms** | View/ Verify Tax Credit | Request for Resolution | Downloads | Profile

Help

Step 1 ---- Step 2 ---- Step 3

Details To Be Printed on Form 26QC Correction Acknowledgement

Details are populated as per your PAN database information, you can update details please visit www.tin-nsdl.com to update it

Full Name of Person Responsible for Deduction of Tax	NARASIAH HEMALATHA
Father's Name of Person Responsible for Deduction of Tax	GIRISH KUMAR DUBEY
Designation of Person Responsible for Deduction of Tax	Buyer of Immovable Property
Place:	Vijay Nagar

Submit Request | Cancel

Click here to submit correction request

Click on Cancel Button redirect to previous tab

5 . Pictorial guide for “26QC Correction”

Step 8 : After submission of Correction Request if DSC(Digital Signature Certificate) is not registered user gets the option to validate correction through E-Verify (Internet Banking) or AO Approval

The screenshot displays the 'Statements/Forms' section of the Income Tax Department portal. A confirmation dialog box is open, asking the user to validate the 26QC correction request through either 'e-verify (Net Banking)' or 'AO Approval'. The 'e-verify (Net Banking)' option is selected. Below the dialog, a table provides details for the person responsible for deduction of tax.

Field	Value
Father's Name of Person Responsible for Deduction of Tax	GIRISH KUMAR DUBEY
Designation of Person Responsible for Deduction of Tax	Buyer of Immovable Property
Place:	Vijay Nagar

At the bottom of the form, there are buttons for 'Submit Request' and 'Cancel'. A 'Proceed' button is also visible within the confirmation dialog.

5 . Pictorial guide for “26QC Correction”

Step 8 (Contd.) : After submission of Correction Request if DSC(Digital Signature Certificate) is registered user gets the option to validate correction through E-Verify (Internet Banking), AO Approval or DSC(Digital Signature Certificate)

Step 1 ---- Step 2 ---- Step 3

Details To Be

Details a
update if

Full Name of

Father's Na

Designation of Person responsible for

Place:

Buyer of Immovable Property

Vijay Nagar

Submit Request Cancel

Confirm

Do you want to validate the 26QC correction request through

DSC ? e-verify (Net Banking) ? AO Approval ?

i e-verify - To bypass the Jurisdictional Assessing Officer Approval / DSC

Proceed

Click here to proceed further

User choose E-Verify Option

6 . Procedure for “26QC Correction with E- Verify”(Internet Banking)

- **E-Verified Service link is available at banks website:**
- User has to log in to Bank Website and select option “**Click of view 26AS**”.
- It gets navigated to a new page which shows link “**E-Verified services on TRACES**”.
- Click on “**E-Verified services on TRACES**”, user gets navigated to the **TRACES website** with the pre populated User name and PAN of Taxpayer.
- This facility helps taxpayers to get **Verified** through Internet Banking.
- This can be used for “**Submitting 26QC Correction**” request without **Digital Signature** and **Approval from Assessing Officer**.
- This Option is not available for NRI (www.nriservices.tdscpc.gov.in) website.

7 . Pictorial guide for “26QC Correction with E-Verify” (Internet Banking) option

Step 1 : User need to Click on E-Verify (Internet Banking) option

Step 1 ---- Step 2 ---- Step 3

Details To Be

Details a
update if

Full Name o

Father's Na

Designation

Place:

Buyer of Immovable Property

Vijay Nagar

Submit Request Cancel

Confirm X

Do you want to validate the 26QC correction request through

DSC ? | e-verify (Net Banking) ? | AO Approval ?

i e-verify/ - To bypass the Jurisdictional Assessing Officer Approval / DSC

Click here to proceed further

Proceed

7 . Pictorial guide for “26QC Correction with E-Verify (Internet Banking) ” option

Step 2 : To E-Verify 26QC Correction , please login to your Bank Website and click on link “View 26AS”

The screenshot shows the TDS TRACES portal interface. At the top, there are logos for TDS Centralized Processing Cell and TRACES (TDS Reconciliation Analysis and Correction Enabling System), along with the Government of India Income Tax Department logo. A navigation menu includes 'My Home', 'Statements/Forms' (highlighted), 'View/ Verify Tax Credit', 'Request for Resolution', 'Downloads', and 'Profile'. A 'Help' button is visible on the right. Below the navigation, there are step indicators: 'Step 1 ---- Step 2 ---- Step 3'. The main content area is titled 'Details To Be Printed on Form 26QC Correction Acknowledgement'. It contains two informational messages: one about updating PAN database information and another instructing to e-verify 26QC Correction by logging into a bank website and clicking on 'View 26AS'. A callout bubble points to this instruction with the text: 'To E-Verify 26QC Correction , please login to your Bank Website. login to your Bank Website.' Below the messages is a table with the following data:

Full Name of Person Responsible for Deduction of Tax	NARASIAH HEMALATHA
Father's Name of Person Responsible for Deduction of Tax	GIRISH KUMAR DUBEY
Designation of Person Responsible for Deduction of Tax	Buyer of Immovable Property
Place:	Vijay Nagar

At the bottom of the form, there are two buttons: 'Submit Request' and 'Cancel'.

7 . Pictorial guide for “26QC Correction with E-Verify (Internet Banking)” option

Step 3 : User will log in to Bank website and selects option “Click of view 26AS” then It gets navigated to a new page which shows link “E-Verified services on TRACES”

The screenshot displays the TRACES (TDS Reconciliation Analysis and Correction Enabling System) website. At the top left, there is a logo for TDS Centralized Processing Cell. To its right is the TRACES logo and the full name of the system. On the far right, the Government of India Income Tax Department logo is visible. Below the logos is a navigation bar with three main links: "View/ Verify Tax Credit", "Register on TRACES", and "E-Verified Services". A "Help" button is located on the right side of this bar. The main content area features a heading: "Annual Tax Statement (Form 26AS) is now generated from TRACES." Below this, it states "Form 26AS contains details of:" followed by a bulleted list: Tax deducted by deductors on behalf of Tax Payer, Tax collected by collectors on behalf of Tax Payer, Advance / Self-Assessment tax deposited by Tax Payer, Refund paid by ITD to Tax Payer, and AIR Transactions. Further down, it explains that Form 26AS can be viewed by registering with TRACES or through net banking. Two instructions are provided: "Click View Tax Credit (Form 26AS) to view your Form 26AS." and "Click E-Verified services on TRACES to know about E-Verified services on TRACES". An orange callout bubble points to the "E-Verified services on TRACES" link, containing the text: "User has to click on E-Verified services on TRACES".

Annual Tax Statement (Form 26AS) is now generated from TRACES.

Form 26AS contains details of:

- Tax deducted by deductors on behalf of Tax Payer
- Tax collected by collectors on behalf of Tax Payer
- Advance / Self-Assessment tax deposited by Tax Payer
- Refund paid by ITD to Tax Payer
- AIR Transactions

Form 26AS can be viewed by registering with TRACES or through net banking account of tax payers held with banks that have registered with TRACES to provide this facility.

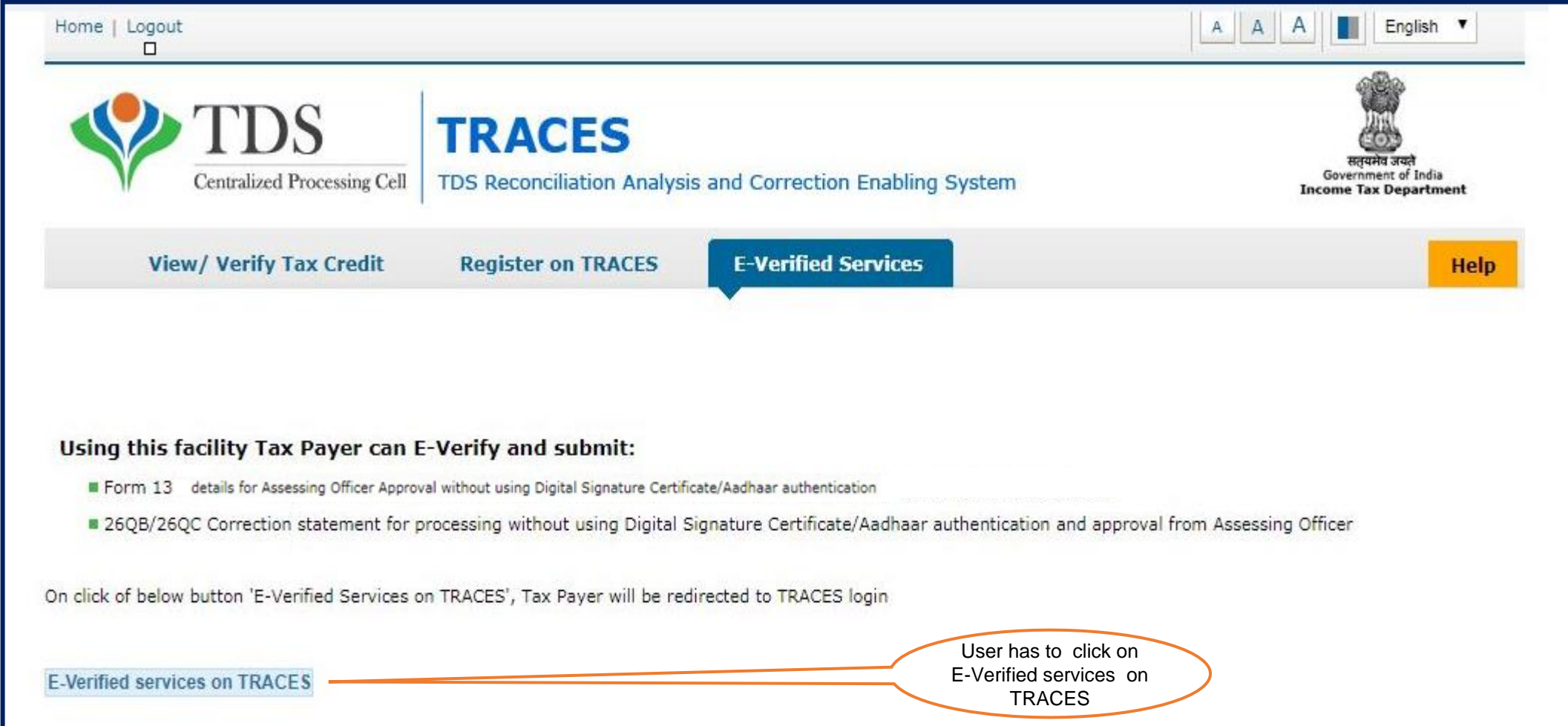
Click [View Tax Credit \(Form 26AS\)](#) to view your Form 26AS.

Click [E-Verified services on TRACES](#) to know about E-Verified services on TRACES

User has to click on E-Verified services on TRACES

7 . Pictorial guide for “26QC Correction with E-Verify (Internet Banking)” option

Step 4 :User need to Click on “E-Verified Services on TRACES” under “E- Verified Services Tab”.



The screenshot displays the TRACES portal interface. At the top, there are links for 'Home' and 'Logout', and a language dropdown set to 'English'. The main header features the TDS Centralized Processing Cell logo and the TRACES logo, which stands for 'TDS Reconciliation Analysis and Correction Enabling System'. To the right is the Government of India Income Tax Department logo. A navigation bar contains four buttons: 'View/ Verify Tax Credit', 'Register on TRACES', 'E-Verified Services' (which is highlighted with a blue callout bubble), and 'Help'. Below the navigation bar, a section titled 'Using this facility Tax Payer can E-Verify and submit:' lists two items: 'Form 13 details for Assessing Officer Approval without using Digital Signature Certificate/Aadhaar authentication' and '26QB/26QC Correction statement for processing without using Digital Signature Certificate/Aadhaar authentication and approval from Assessing Officer'. A note states: 'On click of below button 'E-Verified Services on TRACES', Tax Payer will be redirected to TRACES login'. At the bottom left, a button labeled 'E-Verified services on TRACES' is shown, with an orange callout bubble pointing to it containing the text: 'User has to click on E-Verified services on TRACES'.

7 . Pictorial guide for “26QC Correction with E-Verify (Internet Banking)” option

Step 5 : After clicking on E-Verified Services on TRACES, user gets navigated to the TRACES website with the Pre populated Username and PAN. User can login and continue 26QC correction

TDS Centralized Processing Cell | **TRACES** TDS Reconciliation Analysis and Correction Enabling System

Home Deductor Tax Payer PAO Help

For Tax Payers:

- If you are already registered in TRACES, please login with your registered User Id (PAN), Password & PAN else register as new user
- User can not enter details in column PAN for Tax Payer/AIN for PAO as column will be auto-populated on the basis of User Id entered by user.

Common Note:

- This website uses cookies to maintain user preference and session information. Disabling cookies in your browser might not allow you to perform certain activities

Login

Deductor Taxpayer/PAO

User Id*

Password*

PAN for Tax Payer / AIN for PAO*

Verification Code*

Enter text as in above image*

Login

[Register as New User](#) [Forgot Password?](#)

7 . Pictorial guide for “26QC Correction with E-Verify (Internet Banking)” option

Step 6 : Go to “ Track Correction Request” option under “Statements/Forms” tab and initiate correction once the status is “ In Progress”. Click on “in Progress” status to continue

The screenshot displays the 'Track Correction Request' page. At the top, there is a navigation bar with options: My Home, Statements/Forms (selected), View/ Verify Tax Credit, Request for Resolution, Downloads, and Profile. A 'Help' button is located in the top right corner. Below the navigation bar, the title 'Track Correction Request' is centered. A search bar is present with the instruction: 'Enter any of the below search options to view the correction requests'. There are three radio buttons: 'Request', 'Date:', and 'View All' (which is selected). Below this, there are three instructions: 1. 'Click on a row to select it and click on status as 'Available' or 'In Progress' to start or work on correction for a statement.' 2. 'Click on Pending for PAN Approval to Approve the selected correction request' 3. 'Click on a row to select it and click 'Cancel Correction Request' to cancel the correction request before approval/processing'. At the bottom, there is a table with the following data:

Request ID	Correction Request Date	Acknowledgement Number	Form Type	Status As On Date	Correction Status	Date of Submission of Correction Acknowledgement	Remarks	Assessing Officer Details
10143	05-Feb-2019	AUT9993765	26QC	05-Feb-2019	In Progress	-		-
10090	30-Jan-2019	AUT9932703	26QC	30-Jan-2019	Processed	30-Jan-2019		WARD 74(3), DELHI, LAXMI NAGAR, DELHI

7 . Pictorial guide for “26QC Correction with E-Verify (Internet Banking)” option

Step 7 : Mention CIN details as per the challan paid against 26QC

The screenshot shows the 'Statements/Forms' section of the E-Verify portal. The navigation bar includes 'My Home', 'Statements/Forms', 'View/ Verify Tax Credit', 'Request for Resolution', 'Downloads', and 'Profile'. A 'Help' button is located in the top right corner.

The main heading reads: "Mention Challan details of any one challan as per 26QC statement filed for Acknowledgement Number AUT9993765, PAN of Tenant ABCPE1234F and PAN of Landlord GKWHP1234I".

The form contains the following fields:

- Bank Branch Code (BSR)*: [Empty field]
- Date of Deposit* (dd-mmm-yyyy; e.g., 12-Dec-1980): 25-dec-2018
- Challan Serial Number* (5 digits; e.g., 00053): [Empty field]
- Challan Deposit Amount* (₹)(e.g., 1987.00): 2000.00

A 'Proceed' button is located at the bottom left of the form.

Annotations:

- An orange oval highlights the 'Date of Deposit' field with the text: "Mention CIN details as per the challan paid against 26QC".
- An orange oval highlights the 'Proceed' button with the text: "Click on 'Proceed' to continue."

7 . Pictorial guide for “26QC Correction with E-Verify (Internet Banking)” option

Step 8 : Screen will display to “Confirm the details”

Step 1 --- Step 2 --- Step 3

Financial Year and Tax Applicable		Edit
<input type="radio"/> (0020)INCOME-TAX ON COMPANIES (CORPORATION TAX)		<input checked="" type="radio"/> (0021)INCOME-TAX (OTHER THAN COMPANIES)
Financial Year	2018-19	
<input checked="" type="radio"/> (800)TDS ON SALE OF PROPERTY		

Tenant Details		Edit
PAN of Transferee* (Tenant/Payer)	ACBPS5574T	
Full Name of Lessee* (Tenant/Payer)	PRATEEK	
Category of Lessee (Tenant/Payer)	Individual	
Whether more than one* Tenant/Lessee	No	
Complete Address and Communication Details		
Flat / Door / Block No.	99	
Name of Premises / Building / Village	RAM KRISHNA NIWAS	
Road / Street / Lane	JANAM BHUMI LINK ROAD	
City / District*	MATHURA	
State*	Uttar Pradesh	
PIN Code*	281003	
Email Id	abc@gmail.com	
Mobile Number	9999999999	

Tenant can edit the latest updated details

7 . Pictorial guide for “26QC Correction with E-Verify (Internet Banking)” option

Step 8 (Contd.) : Screen will display to “Confirm the details”

Landlord Details	Edit
PAN of Lessor* (Landlord/Payee)	ACBP5574N
Full Name of Lessor* (Landlord/Payee)	MANJULA DAS
Category of Lessor (Landlord/Payee)	Individual
Whether more than one* Landlord/Lessor	No
Complete Address and Communication Details	
Flat / Door / Block No.	1422
Name of Premises / Building / Village	
Road / Street / Lane	
City / District*	NEW DELHI
State*	Delhi
PIN Code*	110023
Email Id	ANS_USER@TDSCPCTD.NET
Mobile Number	0909090909

Tenant can edit the latest updated details

7 . Pictorial guide for “26QC Correction with E-Verify (Internet Banking)” option

Step 8 (Contd.) : Screen will display to “Confirm the details”

Rented Property Details		Edit
Type of Property*	Building	Tenant can edit the latest updated details
Flat / Door / Block No.	Shyam Sunder Sweet C	
Name of Premises / Building / Village	H 158/ Sec63	
Road / Street / Lane	Grand Trunk Road	
City / District*	Ghaziabad	
State*	Uttar Pradesh	
PIN Code*	201001	

Amount Paid / Credited		Edit
Total Value of Rent Payable*	1200000.00	Click here to confirm details
Value of Rent paid in Last Month*	0.00	
Period of Tenancy*	10	
Total Amount Paid / Credited*	1200000.00	
Value in Words*	Twelve Lakhs Only	
Date of Payment / Credit* (dd-mmm-yyyy; e.g., 12-Dec-1980)		
Date of Tax Deducti (dd-mmm-yyyy; e.g., 12-Dec-1980)		

Click here to go back to previous details

Click here to confirm details

Back Confirm the Details

7 . Pictorial guide for “26QC Correction with E-Verify (Internet Banking)” option

Step 9 : Correction Statement submitted successfully message will be displayed on the screen

The screenshot displays the TDS TRACES portal interface. At the top left, the TDS Centralized Processing Cell logo is visible. The main header features the TRACES logo and the text "TDS Reconciliation Analysis and Correction Enabling System". On the top right, the Government of India Income Tax Department logo is present. A navigation menu includes "My Home", "Statements/Forms" (highlighted), "View/ Verify Tax Credit", "Request for Resolution", "Downloads", and "Profile". A "Help" button is located in the top right corner. The main content area displays a success message: "Correction statement submitted successfully!". Below this, a text block states: "Correction statement for Acknowledgement Number AUT9993765 has been submitted for approval to AAAAH0093B. Correction ID for this statement is 10143. You can check status of statements in 'Track Correction Request' under 'Statements/Forms'." A blue button labeled "Go to Track Correction Request" is positioned below the text. Two callout boxes provide additional information: one above the success message stating "Success Message will be displayed after submission of correction." and another pointing to the "Go to Track Correction Request" button stating "Click here to track status of correction request".

Correction statement submitted successfully!

Success Message will be displayed after submission of correction.

Correction statement for Acknowledgement Number AUT9993765 has been submitted for approval to AAAAH0093B. Correction ID for this statement is 10143. You can check status of statements in 'Track Correction Request' under 'Statements/Forms'.

[Go to Track Correction Request](#)

Click here to track status of correction request

7 . Pictorial guide for “26QC Correction with E-Verify (Internet Banking)” option

Step 10 : User can check submitted correction status under “Track Correction Request” option under “Statement/Forms tab”

Enter any of the below search options to view the correction requests

Request Date View All

Correction Request Details

Click on a row to select it and click on status as 'Available' or 'In Progress' to start or work on correction for a statement.

Click on Pending for PAN Approval to Approve the selected correction request

Click on a row to select it and click 'Cancel Correction Request' to cancel the correction request before approval/processing

Request ID	Correction Request Date	Acknowledgement Number	Form Type	Status As On Date	Correction Status	Date of Submission of Correction Acknowledgement	Remarks	Assessing Officer Details
10143	05-Feb-2019	AUT9993765	26QC	05-Feb-2019	Submitted to ITD	-	-	-
7874	16-Jan-2019	AUT8318849	26QC	16-Jan-2019	Processed	-	-	-
7871	16-Jan-2019	AUT4915035	26QC	16-Jan-2019	In Progress	-	-	-

Correction will Submit to ITD after PAN approval (if required)

8 . Pictorial guide for “26QC Correction with DSC(Digital Signature Certificate)”

Step 1 : Click on “DSC(Digital Signature Certificate)” option If user want to validate “26QC Correction” with DSC

The screenshot displays the 'Statements/Forms' section of the Income Tax Department portal. A confirmation dialog box titled 'Confirm' is open, asking the user to validate the 26QC correction request. The dialog offers three options: 'DSC' (selected), 'e-verify (Net Banking)', and 'AO Approval'. A 'Proceed' button is visible at the bottom of the dialog. A callout bubble points to the 'DSC' option with the text: 'User need to click on “DSC(Digital Signature Certificate)” option'. The background shows a form with fields for 'Full Name of', 'Father's Na', 'Designation of Person responsible for Declaration of Tax', and 'Place:'. The 'Place' field is filled with 'Vijay Nagar'. At the bottom of the form, there are 'Submit Request' and 'Cancel' buttons. The top navigation bar includes 'My Home', 'Statements/Forms', 'View/ Verify Tax Credit', 'Request for Resolution', 'Downloads', and 'Profile'. A 'Help' button is also present in the top right corner.

8 . Pictorial guide for “26QC Correction with DSC(Digital Signature Certificate)”

Step 2 : After validating DSC(Digital Signature Certificate), Click on “Submit Request”

The screenshot shows the TDS TRACES portal interface. The main navigation bar includes 'My Home', 'Statements/Forms', 'View/ Verify Tax Credit', 'Request for Resolution', 'Downloads', and 'Profile'. The 'Statements/Forms' tab is active. A modal window titled 'emSigner' is open, displaying the 'Content to Sign' field with the text: AD^5600000.00^Installments^2014-10-01^600000.00^2014-11-01^2014-11-01. Below this is a 'Certificate Store' table with the following data:

Common Name	Issuer Name	Serial No	Expiry Date
test13	e-Mudhra Sub CA for Cl...	773598d9	30-06-2018
test12	e-Mudhra Sub CA for Cl...	773598d8	30-06-2018
test11	e-Mudhra Sub CA for Cl...	773598d7	30-06-2018

At the bottom of the emSigner window are buttons for 'View Certificate', 'Sign', and 'Cancel'. A callout points to the 'Sign' button with the text 'Click on “Sign” tab'. Another callout points to the 'Submit Request' button on the portal with the text 'Click here to submit correction request'. A third callout points to the 'Certificate Store' table with the text 'Select required Digital Signature Certificate'.

8 . Pictorial guide for “26QC Correction with DSC(Digital Signature Certificate)”

Step 3 : : Correction Statement submitted successfully message will be displayed on the screen

The screenshot displays the TRACES (TDS Reconciliation Analysis and Correction Enabling System) interface. At the top left is the TDS Centralized Processing Cell logo. To its right is the TRACES logo and the full name of the system. On the top right is the Government of India Income Tax Department logo. A navigation bar contains links for 'My Home', 'Statements/Forms' (which is highlighted with a blue speech bubble), 'View/ Verify Tax Credit', 'Request for Resolution', 'Downloads', and 'Profile'. A yellow 'Help' button is located on the right side. The main content area features a success message: 'Correction statement submitted successfully!'. Below this, a paragraph states: 'Correction statement for Acknowledgement Number AUT9993765 has been submitted for approval to AAAAH0093B. Correction ID for this statement is 10143. You can check status of statements in 'Track Correction Request' under 'Statements/Forms'.' A blue button labeled 'Go to Track Correction Request' is positioned below the text. Two orange callout boxes provide additional information: one points to the success message with the text 'Success Message will be displayed after submission of correction.', and the other points to the 'Go to Track Correction Request' button with the text 'Click here to track status of correction request'.

8 . Pictorial guide for “26QC Correction with DSC(Digital Signature Certificate)”

Step 3 (Contd.) : User can check submitted correction status under “Track Correction Request” option under “Statements/Forms”

Enter any of the below search options to view the correction requests

Request Date View All

Correction Request Details

Click on a row to select it and click on status as 'Available' or 'In Progress' to start or work on correction for a statement.

Click on Pending for PAN Approval to Approve the selected correction request

Click on a row to select it and click 'Cancel Correction Request' to cancel the correction request before approval/processing

Request ID	Correction Request Date	Acknowledgement Number	Form Type	Status As On Date	Correction Status	Submission of Correction Acknowledgement	Remarks	Assessing Officer Details
10143	05-Feb-2019	AUT9993765	26QC	05-Feb-2019	Submitted to ITD	:	-	:
7874	16-Jan-2019	AUT8318849	26QC	16-Jan-2019	Processed	-		-
7871	16-Jan-2019	AUT4915035	26QC	16-Jan-2019	In Progress	-		-

Correction will Submit to ITD after PAN approval (if required)

9 . Pictorial guide for “26QC Correction with A.O Approval”.

Step 1 : Click on “AO Approval” option if user want to do 26QC Correction with “AO Approval”

The screenshot displays the 'Statements/Forms' section of the Income Tax Department portal. A modal window titled 'Confirm' is open, asking the user to validate the 26QC correction request through one of three methods: DSC, e-verify (Net Banking), or AO Approval. The 'AO Approval' option is selected. A 'Proceed' button is visible at the bottom of the modal. Callouts indicate that the user should click on the 'AO Approval' option and the 'Proceed' button to continue. The background shows a form with fields for 'Full Name of', 'Father's Na', and 'Place: Vijay Nagar'. A 'Submit Request' button is at the bottom left of the form.

My Home **Statements/Forms** View/ Verify Tax Credit Request for Resolution Downloads Profile

Help 11:30 AM

Step 1 ---- Step 2 ---- Step 3

Details To Be

Details a update it

Full Name o

Father's Na

ation of Person responsible for Deduction of Tax

Buyer of Immovable Property

Place: Vijay Nagar

Submit Request Cancel

Confirm

Do you want to validate the 26QC correction request through

DSC e-verify (Net Banking) AO Approval

e-verify: - To bypass the Jurisdictional Assessing Officer Approval / DSC

Proceed

Click here to submit correction request.

User need to click on “AO Approval” option

Click here to proceed further

9. Pictorial guide for “26QC Correction with A.O Approval”.

Step 1 (Contd.) : Pop-up will be displayed regarding AO details.

The screenshot displays the 'Statements/Forms' section of the TIN-NSDL portal. A pop-up dialog box is centered on the screen, containing the following text: "AO Details will be available on 'Track Correction Request' Screen under '26QC', once the 'Correction Status' appears as 'Pending for AO approval'". Below the text are two buttons: "Continue" and "Cancel". An orange callout bubble points to the "Continue" button with the text "Click here to continue".

Navigation tabs: My Home, Statements/Forms, View/ Verify Tax Credit, Request for Resolution, Downloads, Profile. A Help button is visible in the top right corner.

Progress indicator: Step 1 ---- Step 2 ---- Step 3

Section: Details To Be Printed on Form 26QC Correction Acknowledgement

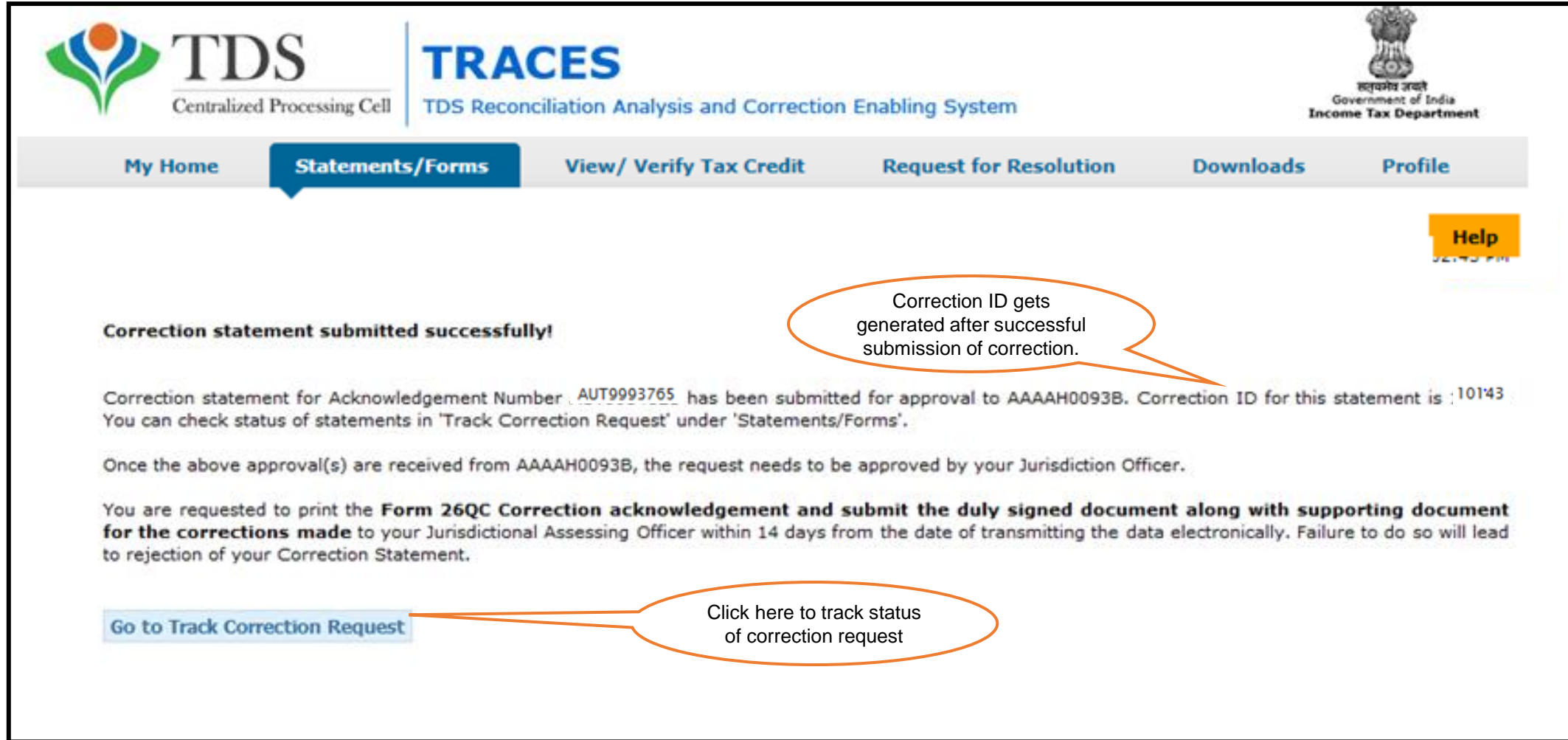
Information icon: Details are populated. Click here to update it

Full Name of Person	
Father's Name of Person responsible for Deduction of Tax	GIRISH KUMAR DUBEY
Designation of Person Responsible for Deduction of Tax	Buyer of Immovable Property
Place:	Vijay Nagar

Buttons: Submit Request, Cancel

9 . Pictorial guide for “26QC Correction with “A.O Approval”

Step 2: Success Message will be displayed after successful submission of correction



The screenshot displays the TDS TRACES portal interface. At the top left, the TDS logo and 'Centralized Processing Cell' are visible. The TRACES logo and 'TDS Reconciliation Analysis and Correction Enabling System' are in the center. On the top right, the Government of India Income Tax Department logo is present. A navigation bar includes 'My Home', 'Statements/Forms' (highlighted), 'View/ Verify Tax Credit', 'Request for Resolution', 'Downloads', and 'Profile'. A 'Help' button is located on the right. The main content area shows a success message: 'Correction statement submitted successfully!'. Below this, it states: 'Correction statement for Acknowledgement Number . AUT9993765 has been submitted for approval to AAAAH0093B. Correction ID for this statement is : 10143. You can check status of statements in 'Track Correction Request' under 'Statements/Forms'. Once the above approval(s) are received from AAAAH0093B, the request needs to be approved by your Jurisdiction Officer. You are requested to print the **Form 26QC Correction acknowledgement and submit the duly signed document along with supporting document for the corrections made** to your Jurisdictional Assessing Officer within 14 days from the date of transmitting the data electronically. Failure to do so will lead to rejection of your Correction Statement.' A button labeled 'Go to Track Correction Request' is at the bottom left. Two callout boxes provide additional information: one points to the 'Correction ID' and another points to the 'Go to Track Correction Request' button.

Correction statement submitted successfully!

Correction ID gets generated after successful submission of correction.

Correction statement for Acknowledgement Number . AUT9993765 has been submitted for approval to AAAAH0093B. Correction ID for this statement is : 10143
You can check status of statements in 'Track Correction Request' under 'Statements/Forms'.

Once the above approval(s) are received from AAAAH0093B, the request needs to be approved by your Jurisdiction Officer.

You are requested to print the **Form 26QC Correction acknowledgement and submit the duly signed document along with supporting document for the corrections made** to your Jurisdictional Assessing Officer within 14 days from the date of transmitting the data electronically. Failure to do so will lead to rejection of your Correction Statement.

[Go to Track Correction Request](#)

Click here to track status of correction request

9 . Pictorial guide for “26QC Correction with “A.O Approval” .

Step 4: Correction status will be “Pending for AO Approval”. User can check AO details in “AO Detail” column under “ Track Correction Request” option

Track Correction Request

Enter any of the below search options to view the correction requests

Request Date: View All

Correction Request Details

Click on a row to select it and click on status as 'Available' or 'In Progress' to start or work on correction request.

Pending for PAN Approval to Approve the selected correction request

Click on a row to select it and click 'Cancel Correction Request' to cancel the correction request before approval/processing

Request ID	Correction Request Date	Acknowledgement Number	Form Type	Status As On Date	Correction Status	Date of Submission of Correction Acknowledgement	Remarks	Assessing Officer Details
10143	05-Feb-2019	AUT9993765	26QC	05-Feb-2019	Pending for AO Approval	-		ITO TDS GHAZIABAD,AAYAKA BUILDING,MEERUT
8984	29-Jan-2019	AUT4826423	26QC	29-Jan-2019	Available			-
8982	29-Jan-2019	AUT4822816	26QC	29-Jan-2019	Available			-
8979	29-Jan-2019	AUT4810445	26QC	29-Jan-2019	Available			-

Page 15 of 26

141 - 150 of 255

View/Download Acknowledgement button will be enabled once status is Pending for AO Approval

Correction status will be Pending for AO Approval

User can check AO details in “Assessing Officer Detail” column

Cancel Button will not be enabled once approval received from PAN of Landlord/Tenant or AO Approval or Correction is Processed

9 . Pictorial guide for “26QC Correction with “A.O Approval”

Step 5: After Approval from AO , Correction will be submitted to ITD

Track Correction Request

Enter any of the below search options to view the correction requests

Request Date: View All

Correction Request Details

- Click on a row to select it and click on status as 'Available' or 'In Progress' to start or work on correction for a statement.
- Click on Pending for PAN Approval to Approve the selected correction request
- Click on a row to select it and click 'Cancel Correction Request' to cancel the correction request before approval/processing

Request ID	Correction Request Date	Acknowledgement Number	Form Type	Status As On Date	Correction Status	Date of Submission of Acknowledgement	Remarks	Assessing Officer Details
10143	05-Feb-2019	AUT9993765	26QC	05-Feb-2019	Submitted To ITD	-		ITO TDS GHAZIABAD,AAYAKAI BUILDING,MEERUT
8984	29-Jan-2019	AUT4826423	26QC	29-Jan-2019	Available	-		- NAGAR, DELHI
10073	29-Jan-2019	AUT9993765	26QC	29-Jan-2019	Cancelled	-		-
10069	29-Jan-2019	AUT9954021	26QC	29-Jan-2019	Available	-		-
10066	29-Jan-2019	AUT9932703	26QC	30-Jan-2019	Processed	-		-
10065	29-Jan-2019	AUT9931125	26QC	29-Jan-2019	Available	-		-
10058	29-Jan-2019	AUT9900022	26QC	29-Jan-2019	Available	-		-

Correction status will be Submitted to ITD

9 . Pictorial guide for “26QC Correction with “A.O Approval”

Step 6 : Final Correction status will be “Processed”

The screenshot displays the 'Track Correction Request' page. At the top, there is a navigation bar with 'My Home', 'Statements/Forms', 'View/ Verify Tax Credit', 'Request for Resolution', 'Downloads', and 'Profile'. A 'Help' button is located in the top right corner. Below the navigation bar, the title 'Track Correction Request' is centered. A search bar contains the instruction: 'Enter any of the below search options to view the correction requests'. Below the search bar, there are three radio buttons: 'Request', 'Date:', and 'View All', with 'View All' selected. Underneath, the section 'Correction Request Details' contains three instructions: 1. 'Click on a row to select it and click on status as 'Available' or 'In Progress' to start or work on correction for a statement.', 2. 'Click on Pending for PAN Approval to Approve the selected correction request', and 3. 'Click on a row to select it and click 'Cancel Correction Request' to cancel the correction request before approval/processing'. At the bottom, a table lists correction requests. A callout bubble points to the 'Processed' status in the first row of the table.

Request ID	Correction Request Date	Acknowledgement Number	Form Type	Status As On Date	Correction Status	Date of Submission of Correction Acknowledgement	Remarks	Assessing Officer Details
10143	05-Feb-2019	AUT9993765	26QC	05-Feb-2019	Processed	-		-
10090	30-Jan-2019	AUT9932703	26QC	30-Jan-2019	Processed	30-Jan-2019		WARD 74(3), DELHI, LAXMI NAGAR, DELHI

10 . Pictorial guide for “Approval by Tenant/Landlord for 26QC Correction

Step 1 : Updated Tenant or Existing Landlord need to login on TRACES and has to select on “Pending for PAN Approval” status under “Track Correction Request” in “Statements/Forms” Tab

Track Correction Request

Enter any of the below search options to view the correction requests

Request Date: View All

Correction Request Details

- Click on a row to select it and click on status as 'Available' or 'In Progress' to start or work on correction for a statement.
- Click on Pending for PAN Approval to Approve the selected correction request
- Click on a row to select it and click 'Cancel Correction Request' to cancel the correction request before approval/processing

Request ID	Correction Request Date	Acknowledgement Number	Form Type	Status As On Date	Correction Status	Date of Submission of Correction Acknowledgement	Remarks	Assessing Officer Details
10143	05-Feb-2019	AUT9993765	26QC	05-Feb-2019	Pending for PAN Approval	-	-	-
10066	29-Jan-2019	AUT9932703	26QC	30-Jan-2019	Processed	-	-	-
10065	29-Jan-2019	AUT9931125	26QC	29-Jan-2019	Available	-	-	-
10073	29-Jan-2019	AUT9993765	26QC	29-Jan-2019	Cancelled	-	-	-
10069	29-Jan-2019	AUT9934031	26QC	29-Jan-2019	Available	-	-	-

Click on Hyper link Pending for PAN approval

10 . Pictorial guide for “Approval by Tenant/Landlord for 26QC Correction”

Step 2 : User can check the edited fields in “26QC Correction”

Step 1 --- Step 2 --- Step 3

Financial Year and Tax Applicable

(0020)INCOME-TAX ON COMPANIES (CORPORATION TAX) (0021)INCOME-TAX (OTHER THAN COMPANIES)

Financial Year 2018-19

(800)TDS ON SALE OF PROPERTY

Tenant Details

PAN of Transferee* (Tenant/Payer)	ACBPS5574T
Full Name of Lessee* (Tenant/Payer)	PRATEEK SA
Category of Lessee (Tenant/Payer)	Individual
Whether more than one* Tenant/Lessee	No
Complete Address and Communication Details	
Flat / Door / Block No.	8 C
Name of Premises / Building / Village	RAM KRISHNA NIWAS
Road / Street / Lane	JANAM BHUMI LINK ROAD
City / District*	MATHURA
State*	Uttar Pradesh
PIN Code*	281003
Email Id	ANS_USER@TDSCPCCTD.NET
Mobile Number	0909090909

Edited details will be highlighted in Yellow colour

10 . Pictorial guide for “Approval by Tenant/Landlord for 26QC Correction”

Step 2(Contd.) : User can check the edited fields in “26QC Correction”

Landlord Details	
PAN of Lessor* (Landlord/Payee)	ACBPSS574N
Full Name of Lessor* (Landlord/Payee)	MANJULA DAS
Category of Lessor (Landlord/Payee)	Individual
Whether more than one* Landlord/Lessor	No
Complete Address and Communication Details	
Flat / Door / Block No.	1422
Name of Premises / Building / Village	
Road / Street / Lane	
City / District*	NEW DELHI
State*	Delhi
PIN Code*	110023
Email Id	ANS_USER@TDSCPCTD.NET
Mobile Number	0909090909

Edited details will be highlighted in Yellow colour

10 . Pictorial guide for “Approval by Tenant/Landlord for 26QC Correction

Step 2(Contd.) : Click on Approve button to Approve Correction Request

Rented Property Details	
Type of Property*	Building
Flat / Door / Block No.	Shyam Sunder Sweet Corner
Name of Premises / Building / Village	H 158/ Sec63
Road / Street / Lane	Grand Trunk Road
City / District*	Ghaziabad
State*	Uttar Pradesh
PIN Code*	201001

Amount Paid / Credited	
Total Value of Rent Payable*	1200000.00
Value of Rent paid in Last Month*	120000.00
Period of Tenancy*	10
Total Amount Paid / Credited*	1200000.00
Value in Words*	Twelve Lakhs Only
Date of Payment / Credit* (dd-mmm-yyyy; e.g., 12-Dec-1980)	25-Oct-2018
Date of Tax Deduction* (dd-mmm-yyyy; e.g., 12-Dec-1980)	05-Jan-2019

Edited details will be highlighted in Yellow colour

Click here to Approve Correction Request

Click here to Reject Correction Request
Request Comment is mandatory in case of Rejection

THANK YOU

Please Note:

- 1) **For Feedback** : You can share your feedback on contactus@tdscpc.gov.in
- 2) **For any Query** : You can raise your concern on “Request for Resolution” as Online Grievance on TRACES Website.
- 3) **For any query related to website:** You can raise your concern on below mentioned numbers
Toll Free Number - 1800103 0344
Land Line Number - 0120 4814600