

# E-Tutorial

1. Important Information for “Validation of 197/195(3) Certificate.”
2. Brief steps for “Validation of 197/195(3) Certificate.”
3. Pictorial guide for “Validation of 197/195(3) Certificate.”



**TDS**  
Centralized Processing Cell

# 1. Important Information for “Validation of 197/195(3) Certificate.”

- Deductor can validate **197 & 195(3)** Certificate from TRACES.
- This facility is available from Financial Year **2007-08** onwards.
- **197 & 195(3)** Certificate number should be of 10 digit alphanumeric. 197 & 195(3) certificate number’s Format is **1234AA451A**.
- If the error message displaying as “**No data is available for specified search criteria**” on TRACES website, reasons can be as below:
  - ✓ Certificate is not issued for related PAN\TAN Number.
- Deductor can check 197 & 195(3) Certificate Consumption details by clicking on tab “**Amount Consumed**”.

## 2. Brief Steps for “Validation of 197/195(3) Certificate.”

- Step 1** : Login to **TRACES** as a Deductor with registered User ID and Password.
- Step 2** : On Landing Page, Click on “**Validate Lower Deduction u/s 197&195(3)**” under “**Statements/Payments**” tab to validate **197&195(3)** Certificate .
- Step 3** : Fill required details such as “**PAN of the Deductee** and “**Financial Year**”.
- Step 4** : Details of **197 & 195(3)** Certificate will be displayed on the screen.
- Step 5** : Consumption details can be view by clicking on “**Amount Consumed**” in the particular row.

# 3.Pictorial guide for “Validation of 197/195(3) Certificate.”

## Step1 : Login to TRACES as a Deductor with registered User ID and Password

The screenshot shows the TRACES login interface. At the top, there are navigation links: Home, About Us, Contact Us, e-Tutorials, Related Links, and Login. A search bar is also present. The main header features the TDS logo (Centralized Processing Cell) and the TRACES logo (TDS Reconciliation Analysis and Correction Enabling System). On the right, there is a logo for the Government of India, Income Tax Department, and a Help icon.

The login form includes the following fields and options:

- Role Selection:** Radio buttons for **Deductor** (selected) and **Taxpayer/PAO**.
- User Id:** A text box containing "abc412348D".
- Password:** A text box.
- TAN for Deductor:** A text box.
- Verification Code:** A CAPTCHA image showing "4gbcd18".
- Enter text as in above image:** A text box for the CAPTCHA.
- Login Button:** A blue button labeled "Login".
- Footer Links:** Register as New User, Forgot Password?, and Forgot User Id (Deductor)?

Callouts provide the following instructions:

- "Click on Deductor Option" points to the selected radio button.
- "For more details on any screen, click on Help icon" points to the Help icon in the top right.
- "Click on help icon (?) next to each field for more details" points to the help icons next to the User Id, Password, and TAN fields.
- "Enter user id and password" points to the User Id and Password fields.
- "Enter TAN" points to the TAN for Deductor field.
- "Enter the text as displayed in Verification Code" points to the text box below the CAPTCHA image.

On the right side of the page, there is a section titled "For Deductors:" with the following instructions:

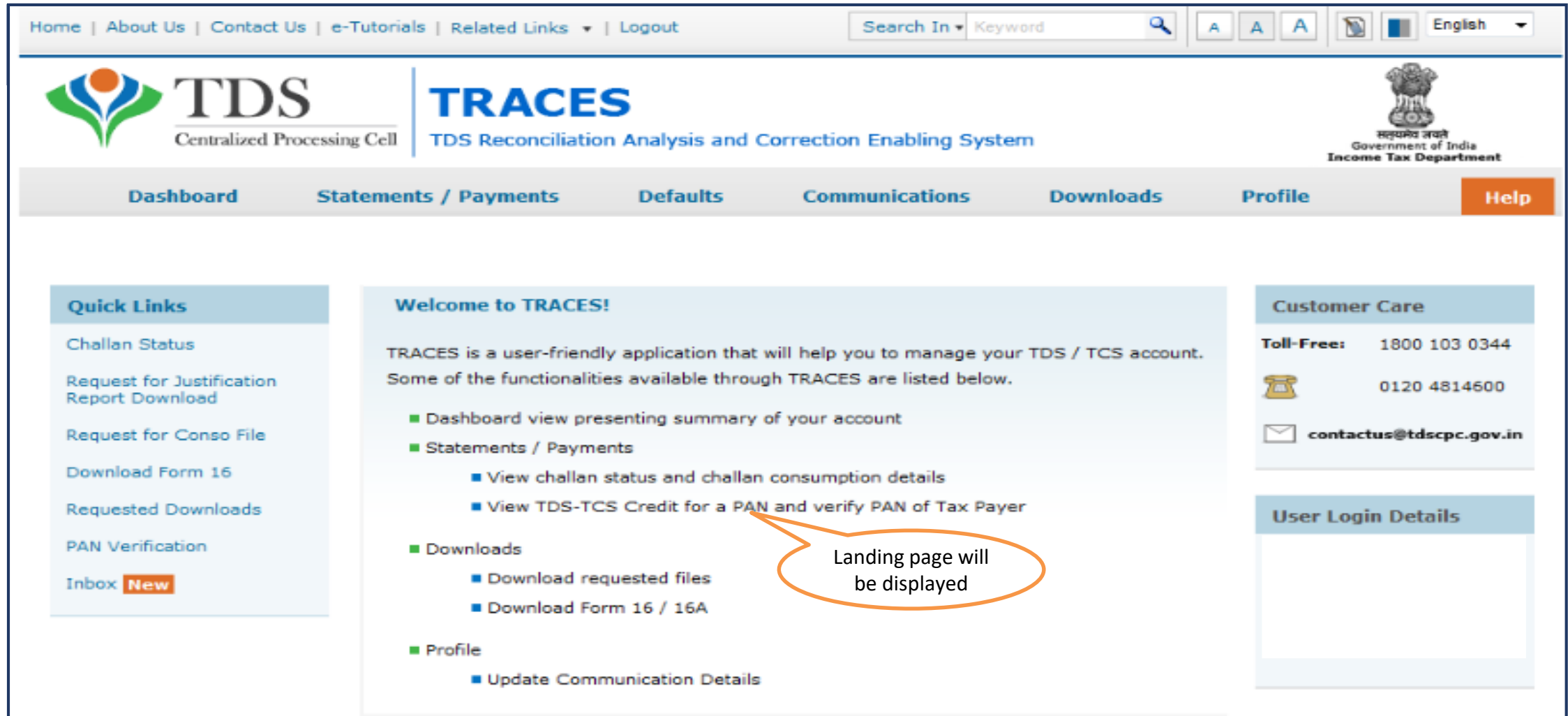
- If you are not yet registered in TRACES, you may login for first time with existing User Id & Password as provided by TIN and your TAN
- If you are unable to login with TIN User Id & Password, please register as new user in TRACES
- If you are already registered in TRACES, please login with your registered User Id, Password & TAN

**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

# 3.Pictorial guide for “Validation of 197/195(3) Certificate.”

## Welcome Page



The screenshot shows the TRACES (TDS Reconciliation Analysis and Correction Enabling System) Welcome Page. The page features a navigation bar with links for Home, About Us, Contact Us, e-Tutorials, Related Links, and Logout. A search bar is available for keyword searches. The page is in English. The main header includes the TDS Centralized Processing Cell logo and the TRACES logo, along with the Government of India Income Tax Department emblem. A navigation menu contains Dashboard, Statements / Payments, Defaults, Communications, Downloads, Profile, and Help. The main content area is divided into three sections: Quick Links, Welcome to TRACES!, and Customer Care. The Quick Links section lists various actions like Challan Status, Request for Justification Report Download, Request for Conso File, Download Form 16, Requested Downloads, PAN Verification, and Inbox (New). The Welcome to TRACES! section provides a brief overview of the system and lists its functionalities: Dashboard view, Statements / Payments (View challan status and consumption details, View TDS-TCS Credit for a PAN and verify PAN of Tax Payer), Downloads (Download requested files, Download Form 16 / 16A), and Profile (Update Communication Details). The Customer Care section provides contact information: Toll-Free: 1800 103 0344, Phone: 0120 4814600, and Email: contactus@tdscpc.gov.in. A User Login Details section is also present but empty. An orange callout bubble points to the 'View TDS-TCS Credit for a PAN and verify PAN of Tax Payer' link, stating 'Landing page will be displayed'.

Home | About Us | Contact Us | e-Tutorials | Related Links | Logout

Search In Keyword

A A A

English

**TDS**  
Centralized Processing Cell

**TRACES**  
TDS Reconciliation Analysis and Correction Enabling System

सत्यमेव जयते  
Government of India  
Income Tax Department

Dashboard Statements / Payments Defaults Communications Downloads Profile Help

**Quick Links**

- Challan Status
- Request for Justification Report Download
- Request for Conso File
- Download Form 16
- Requested Downloads
- PAN Verification
- Inbox **New**

**Welcome to TRACES!**

TRACES is a user-friendly application that will help you to manage your TDS / TCS account. Some of the functionalities available through TRACES are listed below.

- Dashboard view presenting summary of your account
- Statements / Payments
  - View challan status and challan consumption details
  - View TDS-TCS Credit for a PAN and verify PAN of Tax Payer
- Downloads
  - Download requested files
  - Download Form 16 / 16A
- Profile
  - Update Communication Details

**Customer Care**

**Toll-Free:** 1800 103 0344

**Phone:** 0120 4814600

**Email:** contactus@tdscpc.gov.in

**User Login Details**

Landing page will be displayed

# 3.Pictorial guide for “Validation of 197/195(3) Certificate.”

Step 2 : On Landing Page, Click on “Validate Lower Deduction u/s 197&195(3) ” under “Statements/Payments” tab to validate 197&195(3) Certificate

The screenshot shows the TRACES portal interface. At the top, there is a navigation bar with links for Home, About Us, Contact Us, e-Tutorials, Related Links, and Logout. Below this is the TDS logo and the TRACES logo, along with the Government of India Income Tax Department emblem. The main navigation menu includes Dashboard, Statements / Payments, Defaults, Communications, Downloads, Profile, and Help. The 'Statements / Payments' menu is expanded, showing options like Statement Status, Challan Status, View TDS / TCS Credit, PAN Verification, Request for Conso File, **Validate Lower Deduction Certificate u/s 197/195(3)**, Request for Refund, Track Refund Request, Declaration for Non - Filing of Statements, Declaration To Deposit Lower TDS, Request for OLTAS Challan Correction, Track Oltas Challan Correction Request, Request for 26A/27BA, and Track request for 26A/27BA. A callout bubble points to the 'Validate Lower Deduction Certificate u/s 197/195(3)' option with the text: "Under 'Statement/ Payments' select '197 Certification Validation'". Another callout bubble points to the 'Help' icon in the top navigation bar with the text: "For more details on any screen, click on Help icon". The bottom of the screen shows the Windows taskbar with various application icons and the system clock displaying 5:01 PM on 8/25/2017.

# 3.Pictorial guide for “Validation of 197/195(3) Certificate.”

## Step 3 : Fill required details such as Certificate Number, PAN of the Deductee and Financial Year

The screenshot displays the TRACES portal interface for validating a Lower Deduction Certificate u/s 197/195(3). The browser address bar shows the URL: <https://www.tdscpc.gov.in/app/ded/197certiverfication.xhtml>. The page header includes the TDS Centralized Processing Cell logo, the TRACES logo (TDS Reconciliation Analysis and Correction Enabling System), and the Government of India Income Tax Department logo. The navigation menu includes Dashboard, Statements / Payments (selected), Defaults, Communications, Downloads, Profile, and Help. The main heading is "Validate Lower Deduction Certificate u/s 197/195(3)". Below this, a message states: "Provide details below to validate the Lower Deduction Certificate u/s 197/195(3)". The form contains two input fields: "PAN of the Deductee\*" with the value "ABCD12345F" and "Financial Year\*" with a dropdown menu showing "2016-17". A "Go" button is located to the right of the Financial Year dropdown. Two callouts are present: one pointing to the PAN field with the text "Enter valid PAN as per the 197 & 195(3) certificate", and another pointing to the Go button with the text "Select F.Y and click on 'Go'". The Windows taskbar at the bottom shows the system tray with the date and time: 5:01 PM, 8/25/2017.

# 3.Pictorial guide for “Validation of 197/195(3) Certificate.”

Step 4 : Details of 197 & 195(3) Certificate will be displayed on the screen (cont..)

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Search In Keyword

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TRACES TDS Reconciliation Analysis and Correction Enabling System

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Dashboard Statements / Payments Defaults Communications Downloads Profile Help

### Validate Lower Deduction Certificate u/s 197/195(3)

Provide details below to validate the Lower Deduction Certificate u/s 197/195(3)

PAN of the Deductee\* ABCD12345F Financial Year\* 2016-17 Go

#### 197 Certificates issued for the selected PAN of Deductee, Financial Year and Tan:AMRH11073G

Sr. No.	Certificate Number	Financial Year	PAN of the Deductee	Name of Deductee	Valid From	Cancel Date	Valid To	Section Code	Nature of Payment	Rate of TDS as per Certificate	Certificate Limit (Amount)(Rs.)	Amount Consumed(Rs.)	Date of Issue
1	0115KD836I	2015-16	ABCD12345F	BENTLY NEVADA, INC.	09-Apr-2015	Not Cancel	31-Mar-2016	195	Other sums	1.5	2,726,316.00	2,726,316.00	09-Apr-2015

System Will display all the 197 & 195(3) Certificates for TAN, PAN and F.Y combination

# 3.Pictorial guide for “Validation of 197/195(3) Certificate.”

Step 5 : Consumption details can be view by clicking on “Amount Consumed” in the particular row

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Government of India Income Tax Department

Dashboard Statements / Payments Defaults Communications Downloads Profile Help

Validate Lower Deduction Certificate u/s 197/195(3)

Provide details below to validate the Lower Deduction Certificate u/s 197/195(3)

PAN of the Deductee\* ABCD12345F Financial Year\* 2016-17 Go

197 Certificates issued for the selected PAN of Deductee, Financial Year and Tan:AMRH11073G

Sr. No.	Certificate Number	Financial Year	PAN of the Deductee	Name of Deductee	Valid From	Cancel Date	Valid To	Section Code	Nature of Payment	Rate of TDS as per Certificate	Certificate Limit (Amount)(Rs.)	Amount Consumed(Rs.)	Date of Issue
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By clicking on “Amount consumed” the table, as below will be displayed showing the consumption details

consumption details

Consumption Details of 197 Certificate -0:

Financial Year	Quarter	Form Type	Consumed Amount (₹)	Nature of Payment	Statement ID	Total Consumed Amount (₹)
2016-17	Q3	27Q	2,726,316.00	Other sums	1234568	2,726,316.00

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# THANK YOU

## Please Note:

- 1) **For Feedback** : You can share your feedback on [contactus@tdscpc.gov.in](mailto: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