

# Income Tax Returns Filing India

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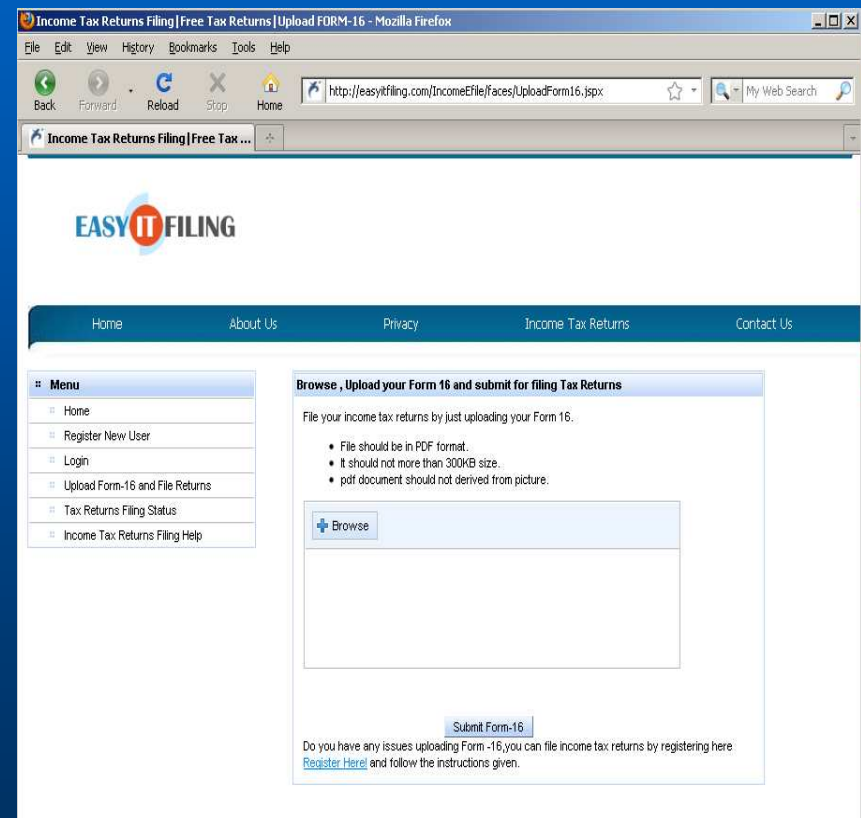
EasyITFiling.com Authorized by  
Income Tax Department

# Why should we file Income Tax Returns Online?

- ✓ **It is Easy and simple process.**
- ✓ **Faster processing of Income Tax Refunds.**
- ✓ **Free Filing authorized by Income Tax Department.**
- ✓ **Automatic Tax Calculation.**

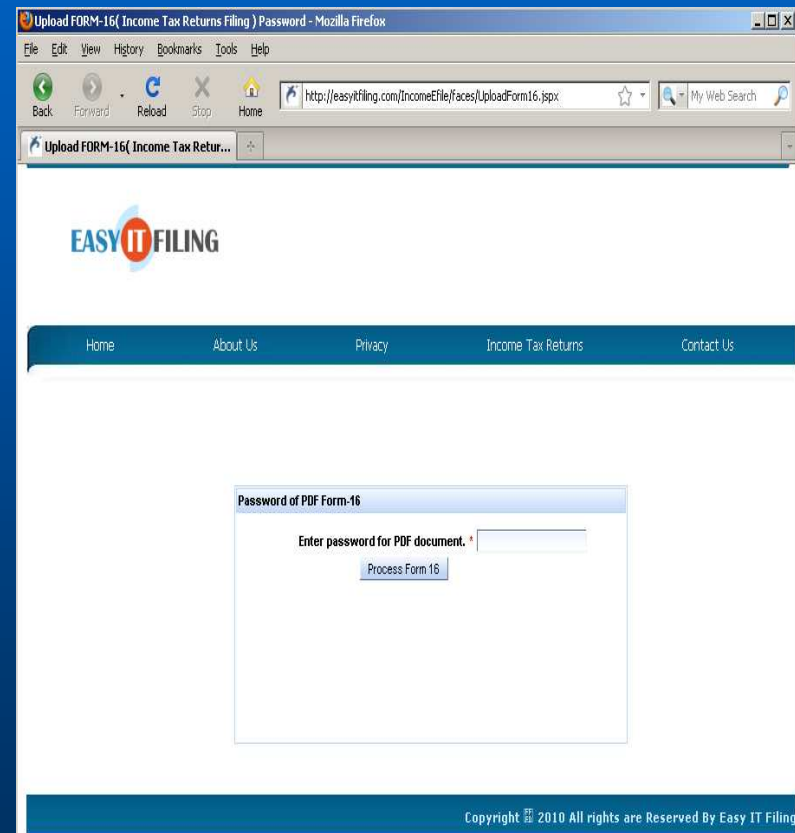
# Upload Form – 16 \*

- ✓ Go to page <http://easyitfiling.com/IncomeEfile/faces/UploadForm16.jspx>.
- ✓ Browse the Form–16
- ✓ Click Upload, Wait till file upload completes
- ✓ Submit the form by clicking Submit Form-16



# Unlock PDF Document

- ✓ Enter the password to unlock the Form16 and Click Process Form –16.
- ✓ This will be shown for those Form-16s, that are protected with password.



# Enter Tax Payer Details

- ✓ Enter Tax Payer Details like First Name, Last Name, Father Name, PAN No, Email Id\*, Bank A/C No.
- ✓ Ensure to Enter correct Email Id. Income Tax Dept will send ITR-V to this Email Id.

The screenshot shows a web browser window titled "Tax Payer details - Mozilla Firefox" with the URL <http://easyitfiling.com/IncomeFile/faces/PdfPassword.jspx>. The page features the "EASY IT FILING" logo and navigation links: Home, About Us, Privacy, Contact Us, and Login. A summary section displays "Return Details" with "Total Aggregate Income: 0", "Tax Payable: 0", and "Refund: 0". The main content area is titled "Tax Payer details" and includes a sidebar with a table of contents:

User Details	Enter Details about you. These details will be appear in your income tax returns.
Tax Payer Information	All fields marked as * are mandatory.
Summary of Income tax returns	
User Income Options	
Tax Filer Information	
Income Sources	
Salary Details	
Savings u/s 80	
Relatives income included, AIR info	
Relatives Income	

The "Tax Payer details" form contains the following fields:

- First Name \* (Filled: Ram Charan)
- Middle Name
- Surname, Last Name \* (Filled: PAGADALA)
- Date of Birth \* (Filled: 13/03/1984)
- PAN \* (Filled: AHNP4676B)
- Father Name \*
- Flat No/House No \*
- Building Name
- Street Name
- Area, Locality \*
- Town/City
- District \*
- State \* (Filled: ANDAMAN AND NICOBAR ISLANDS)
- Pincode \*

# Salary Details From Form-16.

- ✓ Cross Check Salary Details, Savings, House Loan auto populated from Form-16.
- ✓ To Update your details click Save Button.
- ✓ To Navigate to Next Screen, Click Next>> button.

The screenshot shows the EASY IT FILING website interface. At the top, the user's return details are displayed: Return Details: PADAVALA|AHNPP4696B, Total Aggregate Income: 825922, Tax Payable: 104829, and Refund: 1. Below this is a navigation menu with links for Home, About Us, Privacy, Contact Us, and Login. The main content area is divided into three sections: User Details, Income Sources, and Relatives income included, AIR info. The Salary Details section contains a table with the following data:

Employer Name	TAN	Taxable Salary	Tax Paid	Edit
Cognizant Technology Solutions India Private Limited	CHEC02509D	918417	104830	Edit

The Form 16 Details section includes a sub-section for 'Enter Employer Details as provided in Form-16.' with the following fields:

TAN	<input type="text" value="CHEC02509D"/>	PAN	<input type="text" value="AAACD3312M"/>
Name	<input type="text" value="Cognizant Technology Sc"/>	Address	<input type="text" value="5/635 Okkyam, Old Maha"/>
Town/City	<input type="text" value="Chennai"/>	State	<input type="text" value="ANDAMAN AND NICOBAR ISLANDS"/>
Pin Code	<input type="text" value="600097"/>		

Below this is another sub-section for 'Enter Salary Details as provided in Form-16.' with a list item '1. Gross Salary'.

# Add Salary Details from More Than one Employer.

- ✓ Click Add Another Form-16 Button
- ✓ Enter Employer Details and Salary Details from 2<sup>nd</sup> Form-16\*
- ✓ This Option useful to the Individuals who worked for more than one employers in last Financial year.

The screenshot displays the 'Deductions' section of a tax filing software. The interface includes a list of deduction categories with corresponding input fields for values. The categories and their values are:

Category	Value
4. Deductions :	
(a) Entertainment Allowance	0
(b) Tax on Employment	2400
5. Aggregate of 4(a) and (b)	2400
6. Income chargeable under the head 'Salaries' (3 - 5)	218417
7. Add : Any other income reported by the employee <a href="#">Enter Housing Loan Interest</a>	0
8. Gross total income(6+7)	218417
9. Deductions under Chapter VI-A	
(A) sections 80C, 80CCC, 80CCF and 80CCD <a href="#">Enter u/s 80 Savings</a>	2495
(B) Other Sections(Eg 80E, 80G) <a href="#">Enter others Under Section 80.</a>	0
10. Aggregate of deductible amounts under Chapter VI-A(10 of Form 16 )	2495
11. Total income (8-10)	215922
12. Tax on total income	101776
13. Surcharge (on tax computed at S. No. 12)	0
14. Education Cess @2% (on tax at S. No.12 plus surcharge at S. No. 13)	2035
15. Tax payable (12+13+14)	104811
16. Relief under section 89 (attach details)	0
17. Tax payable (15-16) Rs.	104811
18. Less : (a) Tax deducted at source u/s 192(1)	104830
(b) Tax paid by the employer on behalf of the employee u/s 192(1A) on perquisites u/s 17(2)	0
19. Tax payable/refundable (17-18)	11

At the bottom of the form, there are four buttons: 'Save', 'Delete', 'Add Another Form-16', and 'Next>'. The 'Add Another Form-16' button is highlighted with a red rectangular box.

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# Savings(80C,80CC,80CCD,80CCF)

- ✓ Cross check Savings details
- ✓ Users can Enter actual Savings at the End of March 31<sup>st</sup>.
- ✓ This can be useful to Claim refund for the savings, that are not submitted to Employer.

Savings Details - Mozilla Firefox

http://easyitfiling.com/IncomeEfile/faces/SalaryInfo.jspx

**EASY IT FILING**

Return Details: **PADAVALA|AHNPP4696B**

Total Aggregate Income: **825922** Tax Payable: **104829** Refund: **1**

Home About Us Privacy Contact Us Login

**## User Details**

- ☐ Tax Payer Information
- ☐ Summary of Income tax returns
- ☐ User Income Options
- ☐ Tax Filer Information

**## Income Sources**

- ☐ Salary Details
- ☐ Savings u/s 80

**## Relatives income included,AIR info**

- ☐ Relatives Income

**Savings Under Section 80**

Employee provident fund (EPF)	43198
LIC or Life insurance premium	28299
Mutual funds(ELSS)	0
Public provident fund(PPF)	0
Principle paid to housing loan	0
Unit linked insurance premium paid	0
Tax saving bonds/NSC certificates	0
Section 80C other	0
<b>Deductions under Sec80CCC &amp; 80CCD</b>	
Lic annuity plans/pension funds	0
Central Govt employees pension fund	0
<b>Infra Special Bonds u/s 80CCF</b>	
Infra Special Bonds u/s 80CCF	20000

Save Next>



# Tax Summary & Tax Filing

- ✓ Cross all Summaries.
- ✓ Click [Modify Income Detail](#) to change Details.
- ✓ Click [File Tax Returns](#) to File Income Tax Returns.
- ✓ System shows [Enter Bank Details to Claim Refund](#) button, in case Refund is more than Rs 100.

Tax Summary	
1. Income from Head Salaries	918417
2. Income from House Property	0
3. Profits or gains from business or profession	0
4. Capital Gains	0
5. Income from Others sources	0
6. Total taxable income from all sources	918417
7. Losses of current year to be setoff against Total taxable income	0
8. Balance after setoff of current year losses	918417
9. Brought forward loss to be setoff against current year income	0
10. Balance after setoff of brought forward losses	918417
11. Deductions under Sec 80(Savings and other deductions)	92495
12. Total Income	825922
13. Net agricultural income	0
14. Aggregate Income	825922
15. Losses of current year to be carry forward	0
16. Tax payable on total income	101776
17. Surcharge on total tax	0
18. Education Cess including secondary and higher education cess	3053
19. Gross tax liability	104829
20. Tax relief(Sec 89/90/91)	0
21. Net Tax liability	104829
22. Total interest Payable	0
23. Aggregate Tax liability	104829
24. Tax paid	104830
25. Amount payable	0
26. Refund	1

# Bank A/C Details-Claim Refund

- ✓ Enter Bank Account Details and choose Direct deposit by entering MICR Code of Bank.
- ✓ Click Save & File Returns to file income tax returns online.

The screenshot shows a web browser window with the URL <http://easyitfiling.com/IncomeFile/faces/BankDetails.jspx>. The page header includes the Easy IT Filing logo and navigation links: Home, About Us, Privacy, Contact Us, and Login. The user's return details are displayed as follows:

Return Details:	PADAVALA AHNPP4696B		
Total Aggregate Income:	825922	Tax Payable:	104829
		Refund:	1001

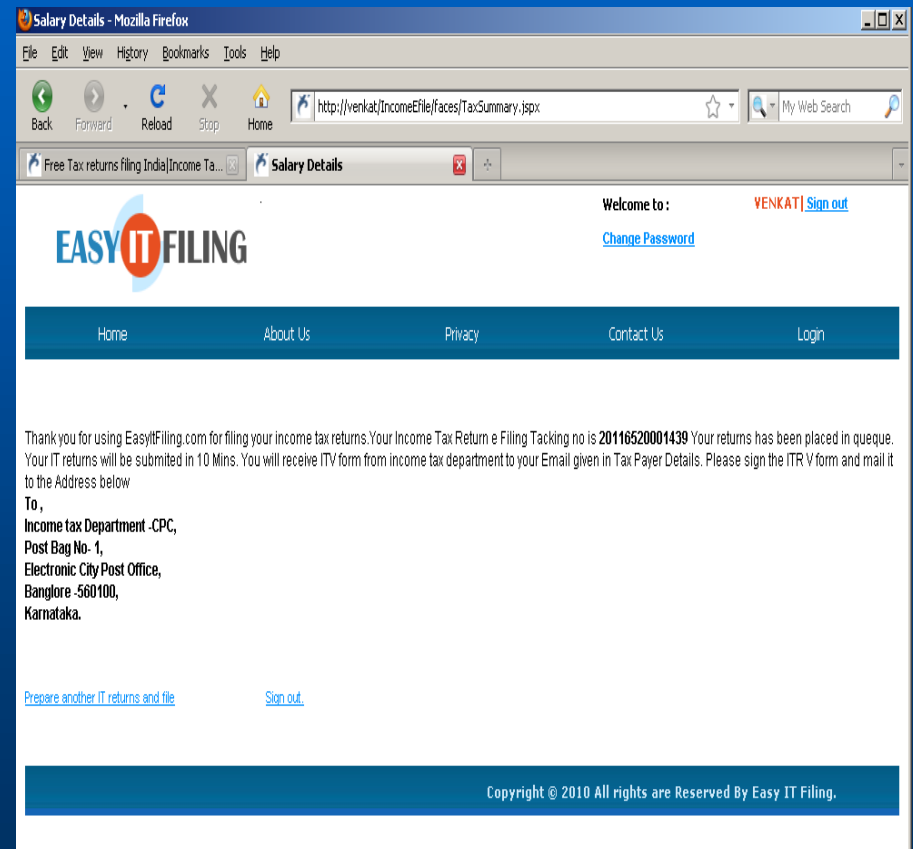
The main content area features a sidebar with a table of contents and a main form titled "Enter Bank Account Details for Direct Deposit." The sidebar includes sections for User Details, Income Sources, and Relatives income included, AIR info. The main form contains the following fields:

- Bank Account No:
- MICR code:  (with links for [Get Micr code](#) and [Findout Micr Code From Cheque.](#))
- Account Type:
- Buttons:  and

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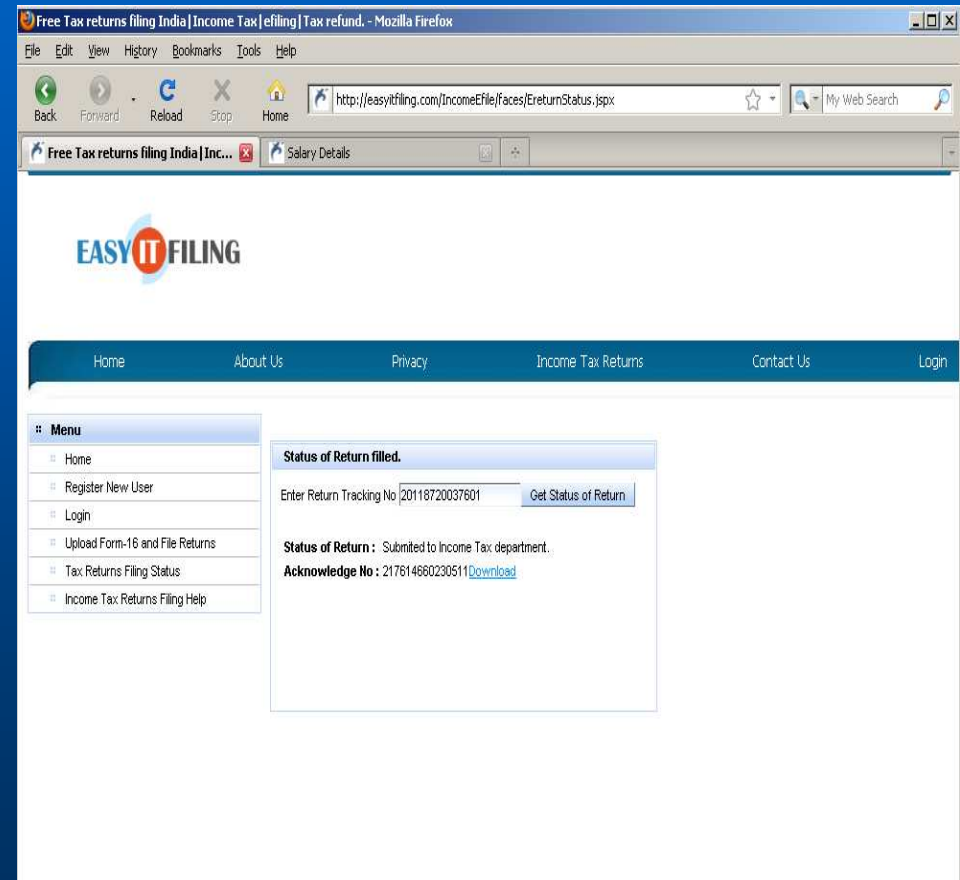
# Confirmation of Tax Filing.

- ✓ Confirmation of submission of Income tax returns online.
- ✓ Users can track Status of Income tax returns online by using Efiling Tracking No.



# Checking Income Tax Returns Status & Download ITRV

- ✓ Go to URL <http://easyitfiling.com/IncomeEfile/faces/EreturnStatus.jspx>
- ✓ Enter Efiling Tracking No and click Get Status of Return
- ✓ System displays status of Income tax returns, Link to download ITRV.



# What Next ?

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- ✓ **Download ITRV**
- ✓ **Print ITRV and Sign it.**
- ✓ **Send to Income Tax Department to the Address mentioned below.**

**To,  
Income tax Department -CPC,  
Post Bag No- 1,  
Electronic City Post Office,  
Bangalore -560100,  
Karnataka.**

# How can I enter House Property, Capital gains etc.

- ✓ In process of entering, Click User Income Options in User Details Section of Left Hand side menu. That will displays Sources of Income, Tax Details options.

The screenshot shows the 'Details of Income, Tax Summary' page on the EasyIT Filing website. The left sidebar contains a 'User Details' section with the following items: Home, Tax Payer Information, Summary of Income tax returns, **User Income Options** (highlighted with a red box), and Tax Filer Information. Below this is an 'Income Sources' section with items: Salary Details, Savings wls 80, Income from House property, and Rental Arrears. At the bottom of the sidebar is a 'Relatives income included, AIR info' section with 'Relatives Income'. The main content area displays a 'Tax Summary' table with 18 rows of income and tax details.

Tax Summary	
1. Income from Head Salaries	30000
2. Income from House Property	0
3. Profits or gains from bussiness or profession	0
4. Capital Gains	0
5. Income from Others sources	0
6. Total taxable income from all sources	30000
7. Losses of current year to be setoff against Total taxable income.	15000
8. Balance after setoff of current year losses.	15000
9. Brought forward loss to be setoff against current year income.	0
10. Balance after setoff of brought forward losses.	15000
11. Deductions under Sec 80(Savings and other deductions).	0
12. Total Income.	15000
13. Net agricultural income.	0
14. Aggregate Income.	15000
15. Losses of current year to be carry forward.	0
16. Tax payable on total income.	0
17. Surcharge on total tax:	0
18. Education Cess including secondary and higher education cess:	0

# Choosing Different Incomes, TDS, Self Assessment tax, Capital gains, House Loan, House Property, Other Income

- ✓ Choose Sources of Income, Tax Savings under section VIA( 80c, 80cc,80 Others ),Tax Collected at source, Self assessment Tax,SPI income
- ✓ Click Save & Continue.
- ✓ System navigate through process to fill details required to file your income tax returns online.

The screenshot shows a web browser window with the URL <http://venkat/IncomeEfile/Faces/TaxSummary.jspx>. The page title is "Income Options | Free Tax returns filing India | Income Tax - Mozilla Firefox". The website logo is "EASY IT FILING". The user's return details are: "Return Details: padavala|AHNPP4696B", "Total Aggregate Income: 15000", "Tax Payable: 0", and "Refund: 500". The navigation menu includes Home, About Us, Privacy, Contact Us, and Login. The main content area is titled "Sources of Income ( Salary,Pension,House Property,Capital gains,Business Income etc. )" and contains a grid of icons with checkboxes:

Income Source	Selected
Salary / Pension	<input checked="" type="checkbox"/>
House Property / Housing Loan	<input checked="" type="checkbox"/>
Capital Gains	<input type="checkbox"/>
Business Income	<input type="checkbox"/>
Intrest / Races / Lottery	<input type="checkbox"/>
Tax Exempt Income	<input type="checkbox"/>

Instructions: "Choose sources of Income, Type of 80 Deductions( Savings, Other 80 Deductions ), Tax Payments, Losses, Family Income that will be included in persons Income etc to guide you to file your income tax returns online."

# Navigation Conventions

- ✓ Save Button to Save Details
- ✓ Delete Button to Delete Record
- ✓ Add Record to Add another record.
- ✓ Next>> Navigate to next screen( It wont save currently modified data )
- ✓ Edit to Edit a record.





# Contact Us

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✓ [Info@easyitfiling.com](mailto:Info@easyitfiling.com)