

URGENT
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F.No. 225/193/2016/ITA.II
Government of India
Ministry of Finance
Department of Revenue (CBDT)

North Block, New Delhi, the 25th of July, 2016

To
All Principal Chief Commissioners of Income-tax

Sir/Madam

Subject: Corrigendum regarding the 'Letter Template' issued vide letter of Board dated 22.07.2016 in connection with handling of AIR transactions without valid PAN-regd.-

Please refer to the above communiqué in file of even number wherein at para 3, Board had specified and enclosed 'Template' of Letter to be issued to the 'transacting party'.

2. In this regard, I am directed to bring to kind notice that subsequently ADG (Systems)-2 vide e-mail dated 23.07.2016 addressed to all Pr. CCsIT has enclosed the **revised 'Template'** to be used while communicating in P2 & P3 category cases by the field formations. The same is enclosed for ready reference. Thus, the earlier 'Template' format issued vide letter dated 22.07.2016 may please be ignored.

3. The above may kindly be brought to the notice of all concerned so to ensure that only the revised 'Template' is used while handling reported cases of AIR transactions without valid PAN as per Standard Operating Procedure dated 22.07.2016.

Enclosure: Revised Template Letter

Yours faithfully,


(Rohit Garg)

Deputy Secretary to Government of India

Copy to:

- i. PS to Chairman (CBDT)/All Members, CBDT
- ii. PS to Revenue Secretary
- iii. Pr. DGIT(Systems) for effectuating necessary modification
- iv. Addl. CIT, Data base Cell for uploading on irsofficers website
- v. ADG-4, Systems for uploading on incometaxindia website


(Rohit Garg)

Deputy Secretary to Government of India

INCOME TAX DEPARTMENT

Non-PAN AIR/<LetterID>

Date: __/__/__

To,

Bar Code

Sir/Madam,

Subject: Request for linking of large value transaction(s) to a valid PAN

As you are aware, the Government of India functions based on collection of tax revenues, contributed by large number of taxpayers. If you are also one such tax payer, we would like to thank you for your contribution to the tax kitty of Government of India. We need your cooperation in this matter.

2. The Income Tax Department has received information about large value transactions relating to you under the Annual Information Return (AIR) without a valid PAN. The list of such transactions is provided overleaf.

3. You are requested to submit the on-line response as under:

- i. Login to e-filing portal at <https://incometaxindiaefiling.gov.in>. If you are not registered with the e-filing portal, use the 'Register Yourself' link to register.
- ii. Click on "Non-PAN Transaction" link under "Quick links" or "Compliance" section and search using the Transaction Sequence Number (TSN) communicated to you.
- iii. Confirm that the transaction relates to you. By confirming, the transaction will be linked to your PAN and further details will be visible
- iv. Submit online response and keep acknowledgement for record.

4. Submission of electronic response will be treated as response to this letter. You are not required to visit Income tax office or send any letter or document in response to this letter. In case you make a mistake in submission of response, you may further revise it by login to e-filing portal.

5. If no response is electronically submitted within 15 days of receipt of this letter, appropriate proceedings under Income Tax Act, 1961 may be initiated.

6. You may use Departmental helpline to ask questions or send e-mail for clarifications. Please quote your unique transaction sequence number in any email that you may send. Our toll free helpline number is 1800 180 1961 (Option 5) and email address is _____.

This letter has been electronically generated and requires no physical signature.

List of Transaction(s) reported without a valid PAN

Sl. No.	Transaction Sequence Number (TSN)	F.Y.	Information Code	Information Description	Amount
1	1000002223	2009-10	AIR-007	Purchase of Immovable Property	<XX,XX,XXX>
2	1000012123	2009-10	AIR-007	Purchase of Immovable Property	<XX,XX,XXX>
3	1000023567	2010-11	AIR-001	Cash Deposit in Bank Account	<XX,XX,XXX>
4	1000007866	2010-11	AIR-001	Sale of Immovable Property	<XX,XX,XXX>

For kind information of all

The Government has opened an Income Declaration Scheme from 1st June 2016 to 30th September 2016, under which any undisclosed income can be declared by payment of tax and penalty. Please refer to the website <http://www.incometaxindia.gov.in> for details.

