

REPLY TO NOTICE UNDER

The Income-tax Officer
Ward

Dear Sir,

Subject : Assessment year _____ - Notice under section _____ -
Submissions regarding

P.A. No.

Kindly refer to your notice under section _____ in relation to assessment year in which you have shown a sum of Rs. _____ as due from me by way of income-tax. In this connection I would like to state that :

- 1.
- 2.
- 3.

I request you, therefore, to kindly pass the necessary rectification order, drop the demand which has been wrongly raised, and issue the refund due to me. For your ready reference I am enclosing :

a copy of the rectification application filed by me, and
a copy of the advance tax challan for payment of the sum of Rs. _____ (the original was filed along with the return of income)

Thanking you
Yours faithfully