

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

To,

The Assessing Officer,
[Income Tax Department Address]
[City, State, Zip Code]

Subject: Rectification Request for TDS Errors

Dear Sir/Madam,

I am writing to request a rectification of my TDS details for the financial year [insert year]. My PAN is [insert PAN number], and my acknowledgment number for the return filed is [insert acknowledgment number].

After reviewing my TDS statements, I have noticed discrepancies in the amount credited and the TDS amounts deposited with the government. The specific details are as follows:

1. ****Particulars of Income****: [Briefly describe the income types]
2. ****TDS Amount as per Form 26AS****: [Insert TDS amount]
3. ****TDS Amount as reported in my return****: [Insert wrong TDS amount]
4. ****Difference****: [Insert difference]

I have attached copies of Form 26AS and other relevant documents for your reference. I kindly request you to rectify the TDS details at your earliest convenience to ensure my records are accurate.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Name]