

[Your Company's Letterhead]

[Date]

[Recipient's Name]

[Recipient's Designation]

[Recipient's Address]

[City, State, Zip Code]

Subject: Acknowledgment of TDS Return for the Financial Year [YYYY-YYYY]

Dear [Recipient's Name],

We hereby acknowledge the receipt of your TDS return for the financial year [YYYY-YYYY] submitted on [Date of Submission].

Details of the return are as follows:

- \*\*TDS Certificate Number:\*\* [Certificate Number]
- \*\*Financial Year:\*\* [YYYY-YYYY]
- \*\*Quarter:\*\* [Q1/Q2/Q3/Q4]
- \*\*Amount of TDS Deducted:\*\* [TDS Amount]
- \*\*PAN of Deductor:\*\* [Deductor's PAN]
- \*\*Assessment Year:\*\* [YYYY-YYYY]

Please ensure that all details mentioned in the return are accurate and complete. If there are any discrepancies or further information required, we will reach out to you accordingly.

Thank you for your prompt submission. Should you have any questions, feel free to contact us at [Contact Information].

Best regards,

[Your Name]

[Your Designation]

[Your Company]

[Contact Number]

[Email Address]