kotak
Kotak Mahindra Bank

TAX PAYMENT REQUEST FORM

(Separate forms need to be filled for each tax type)

Challan No./ITNS to be used
283

Location _____ Branch Name _____ Date D D M M Y Y Y Y

Please process tax payment of ₹ _____ (Rupees _____) as per details given below by debiting the below mentioned account. Please also debit the said account with your service charges and applicable Govt. taxes (as applicable) for such remittance. For registration of first time users of the Tax Payment Facility, details provided in this form like PAN/TAN/Assessee Code, company/entity name, and account number will be considered as a registration request. I/We request Kotak Mahindra Bank Ltd (KMBL) to register PAN/TAN/Assessee Code Details of the assessee/myself, as per details given below, for necessary future action as may be requested from the Bank through appropriate instruction. I/We have understood & agree to terms & conditions pertaining to tax payment and a copy of the same is provided to me/us.

TAX APPLICABLE* (Please tick any one only)*

☐ (0036) BANKING CASH TRANSACTION TAX ☐ (0026) FRINGE BENEFIT TAX

ASSESSEE DETAILS

Permanent Account No. (PAN)* _____

Financial Year* _____ — _____ Assessment Year* _____ — _____

Full Name* _____

Flat/Door/Block No. _____ Name of Premises/Bldg./Village _____

Road/Street/Lane _____

Area/Locality _____ City* _____

State* _____ Pin Code* _____

Mobile No./Tel No.* _____ Email Address _____

TYPE OF PAYMENT* (Please tick any one only)

☐ (100) ADVANCE TAX ☐ (400) TAX ON REGULAR ASSESSMENT ☐ (300) SELF ASSESSMENT TAX

CUSTOMER KOTAK MAHINDRA BANK ACCOUNT DETAILS

Customer Name: _____

Account Number to be debited: _____

Customer Relationship Number (CRN): _____

DETAILS OF PAYMENTS

Particulars	Amount (in ₹ Only)
Tax	
Surcharge	
Education Cess	
Interest	
Penalty	
Others	
Total	

(Amount in words) Rupees _____

CUSTOMER SIGNATURE(S)

Authorised Signatory 1 (Sign & Stamp)
Name _____

Authorised Signatory 2 (Sign & Stamp)
Name _____

Authorised Signatory 3 (Sign & Stamp)
Name _____
Date: D D M M Y Y Y Y

Authorised Signatory 4 (Sign & Stamp)
Name _____
Place: _____

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Note : 1. Please provide a valid CRN & Account Number. 2. Fields marked with* are mandatory.

Acknowledgement

Received application from _____ A/c No. _____

bearing PAN _____ for Rs. _____ on Account of Advance Tax/Self Assessment Tax/

Tax on Regular Assessment for _____ (Type of Tax & Type of Payment) for the Assessment Year _____ — _____

in respect of _____ (Type of Tax Applicable).

Date: D D M M Y Y Y Y Time: _____ Seal & Signature of Bank Official: _____

Form made fillable by Karvitt.com

TERMS AND CONDITIONS

This is only a tax payment request form through which you make a request to KMBL to avail the Facility and cannot be construed as or substituted for statutory challans. By providing a duly filled and signed TPRF (Tax Payment Request Form), you signify your agreement to the below mentioned terms and conditions. You agree and accept:

For first time users, the tax payment facility ("Facility") can be availed only after registration for the same with your respective KMBL branch/ Customer Service Manager/ Relationship Manager For registration, details provided in this form like PAN/TAN/Assessee Code, company/entity name, and account number will be considered as a registration request. The Facility is being made available to you on an arrangement basis through a tie up between KMBL and a third party-correspondent bank, authorized by respective Govt./Statutory body/agency to collect and remit taxes ("Facilitator"). KMBL is only facilitating the provision of the Facility for remittances and is not providing the Facility directly. KMBL does no verifications/control checks on its part and is not responsible and shall not be liable in any way, including for any financial loss incurred by you as a consequence of any errors made by you while making a transaction using the Facility or for any deficiency in the provision of Facility by the Facilitator and for any charges/expenses payable to the Facilitator. You agree and understand that KMBL is only facilitating the payment of taxes to the tax authorities and is not responsible for actually depositing the remittance amounts with the tax authorities or for generating any tax receipts/challans.

You understand that remittance instructions/transactions made by you on a working day within the branch working hours will, on a best effort basis by KMBL, be submitted to the Facilitator on the next Mumbai working day, i.e. T+1 day.

For any remittance instructions/transactions made by you, you will receive an acknowledgement in the form of an e-challan as generated and shared with us by the Facilitator. You will arrange to collect the e-Challan from your KMBL branch/ Customer Service Manager/ Relationship Manager within 3 working days from the date of remittance initiation.

KMBL shall endeavor to refund any remittances made by you but rejected on account of incomplete/erroneous instructions within 2 working days after KMBL receives the said funds from the Facilitator. In the event of any delay in receipt of funds from the Facilitator, your refund will also be delayed and KMBL shall not be responsible for the same in any manner.

You agree and understand that KMBL is merely a facilitator of remittance of monies from your account to the respective Govt/Statutory body/agency in arrangement with a third party-correspondent bank (as authorized and sanctioned by the respective Govt/Statutory body/agency to collect and remit taxes). KMBL shall be under no liability whatsoever to you in the event that your transaction is not processed by the Facilitator or any third party involved in the process or due to any force majeure event or failure of any public utility, undertaking or any other cause whatsoever. KMBL and its affiliates, subsidiaries, employees, officers, directors and agents expressly disclaim any liability for any deficiency in the services offered by third party service provider/entities who are responsible for confirming receipt of your tax remittance and issuing Challans/receipt in respect thereof. Neither KMBL nor any of its affiliates nor their directors, officers and employees will be liable to or have any responsibility of any kind for any loss that you incur in the event of any deficiency in the services of the third party service provider/entities, or resulting from the act or omission of any other party involved in the process for issuance of Challans/receipt.

While making a transaction using the Facility, you shall be responsible for providing accurate identification details (including, but not limited to the correct and accurate provision of Permanent.

Account Number ("PAN") or Tax Deduction and Collection Account number ("TAN") details /E-mail address etc.), as may be required to be duly filled in respect of that transaction. Any loss incurred or delay or error in processing due to provision of incorrect or inaccurate data or information shall be your responsibility alone and you are advised to carefully check prior to confirming any transaction pursuant to the Facility.

You further agree and accept that remittance of taxes is regulated by tax authorities and is to be paid timely to avoid any levies of delayed remittance charges or interest. Accordingly, you are requested at all times to make your transactions timely (at least two (2) working days prior to the cut off dates for remittance) to avoid any delayed remittance charges being levied. In any case you agree that any levies of late remittance charges or interest on you or your account by any authority/governmental body is a matter solely between you and the respective authority/governmental body and you shall not hold KMBL liable or responsible in this regard.

You further agree and accept that since the Facility is provided in arrangement with other service providers owing to a variety of factors, there is a possibility that responses or confirmations on the transactions that you make pursuant to the Facility may be delayed and KMBL shall not be responsible for such delay.

In consideration of KMBL making available the Facility hereunder, you shall pay to KMBL such applicable fees and charges as KMBL may notify you of. You agree that KMBL shall be entitled to debit such fees and charges from your account maintained with KMBL.

KMBL is not and shall not under any circumstances be treated as or deemed to be a bank or body authorized by the Finance Ministry of India or any other regulatory body or governmental authority for collection of tax through electronic remittance systems. It is understood that your obligation towards remittance of tax to concerned governmental authority[ies] should be construed as completed only after you are in due receipt of an acknowledgement or any other applicable remittance receipt (challan) generated and sent by the Facilitator/third party provider

In addition to the terms and conditions stipulated herein, the Facility shall be subject to general business terms & conditions as applicable for using of the KMBL banking facility, rules for conduct of accounts as may be issued by the KMBL from time to time as well as the rules and regulations introduced or amended from time to time by the Reserve Bank of India, or any other statutory or regulatory authority and you agree to abide by the same.

KMBL may in its sole discretion reject your TPRF/registration request/ remittance requests under the Facility on account of any reasons including but not limited to any inconsistency in the registration or remittance details.

KMBL and its affiliates reserve the right to, without liability or prejudice to any of its other rights, at any time and from time to time, withdraw/suspend/amend/cancel any facilities or services including the Facility, whether offered by itself or by any third party/service(s) providers, without assigning any reasons therefore and you shall be bound to accept the same.

Please note:

1. You must give your tax remittance instructions during branch working hours on a working day for it to be paid to the tax authorities on the next Mumbai working day.
2. Service Tax accounting Code should start with 0044 & Excise Duty accounting code should start with 0038.
3. The assessee PAN / TAN/Assesse Code as applicable is required. You need to enter correct details. KMBL will not be responsible for PAN/ TAN/ Assesse Code details entered incorrectly. For any transactions that are rejected due to incorrect provision of information/details, any remittances made will be reversed and credited to your bank account subject to receipt from the Facilitator. KMBL shall not liable for any interest liability arising out of delay in reversal of these remittances to your account or penalties levied on you by a tax authority arising out of a reject and/or reversal of the transaction.
4. Please note that you can use this service only if you possess a valid KMBL Bank account.
5. First time users of the Facility will need to complete prior registration of assessee PAN/TAN/Assesse Code through submission of appropriate form at KMBL branches.
6. You will arrange to collect the Challan from your KMBL branch/ Customer Service Manager/ Relationship Manager within 3 working days from the date of remittance initiation.
7. As on 1st March 2014, a nominal processing charge of INR 100/- (Rupees One Hundred Only) per Tax Payment Request Form (TPRF) is applicable (Service tax & education cess as applicable shall be charged extra). Additional copy of challan to be charged at INR 50/- per copy or such other amount as may be notified by KMBL from time to time.
8. In case of any discrepancies, post successful processing of the tax remittance request; you will need to contact the concerned tax collection department.
9. Tax payment through Kotak Mahindra Bank Net Banking is Free of Charge

FOR BANK USE ONLY

Branch Code | | | | | Branch Name | | | | | | | | | | | | | |

First Time Registration: ☐ Yes ☐ No Trans. Ref. No. (in case of First Time Registration) | | | | | | | | | | | | | | | | | | | | |

In case of First Time Registration: Inputted by (Signature & Employee Code) | | Authorised by (Signature & Employee Code) | |

Date | | | | | | | | | Time | | | | | | | | |

For Tax Payment Transaction : Inputted by (Signature & Employee Code) | | Authorized By (Signature & Employee Code) | |

Date | | | | | | | | | Time | | | | | | | | |

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