

# **Income Tax Return (ITR) - Document Checklist**

## **Required Documents**

1. PAN Card
2. Aadhaar Card
3. Form 16 (for salaried employees)
4. Salary Slips (if applicable)
5. Bank Statements
6. Form 26AS & AIS/TIS
7. Investment Proofs (80C, 80D, ELSS, PPF, LIC, etc.)
8. Home Loan Interest Certificate (if applicable)
9. Capital Gain Statements (Shares, Mutual Funds, Property)
10. Rental Income Details (if applicable)
11. Business/Professional Income Details
12. Previous Year's ITR Copy (if available)

## **Processing Time**

1-3 Working Days after document submission.

## **Note**

Additional documents may be required depending on the taxpayer's income sources and filing category.