

**FORM No. 61A**

[See rule 114E]

**Annual Information Return under section 285BA of the Income-tax Act, 1961**

(PART-A)

■ Please see the instructions and fill up relevant columns

1. Name of the person (in block letters)  
(Please leave one blank box between two words.)
2. Permanent Account Number (PAN) of the person  
(see instructions)
3. Folio Number of the person (see instructions)
4. Address (in block letters) (Please leave one blank box between two words.)
- 4.1 Flat No.      4.2 House/Premises No.      4.3 Floor No.
- 4.4 Building Name      4.5 Block/Sector
- 4.6 Road/Street      4.7 Locality/Colony
- 4.8 City      4.9 State Code (Refer to State Code in instructions)
- 4.10 Pin Code
5. Status (Individual-I, Company-C, Firm-F, Hindu undivided family-H, Government Office-G, Banks-B, Others-O)
6. Financial Year (transactions relating to which are reported) -
7. Address of Jurisdictional Director of Income-tax (Central Information Branch)
8. Total number of transactions reported in Annual Information Return (Part B)
9. Total value of all transactions reported in Annual Information Return (Part B) Rs.
10. Medium of Annual Information Return (Please strike off inapplicable)-CD/Floppy/DVD/ONLINE

**Verification**

I, \_\_\_\_\_ (full name in block letters), son/daughter of \_\_\_\_\_ solemnly declare that to the best of my knowledge and belief, the information given in Part A and Part B of this return is correct and complete. I further declare that I am making this return in my capacity as \_\_\_\_\_ and I am also competent to make this return and verify it. I further

certify that the floppy/CD-ROM/Digital Video Disc/online data through which Part-B is submitted is clean and virus free.

Date

Signature

Place

Name

(FOR OFFICE USE)

Receipt No. :

Date :

Name & Signature of person receiving :

Annual Information Return (with Stamp)

(PART- B)

1. Name of the person (in block letters)

(Please leave one blank box between two words.)

2. Permanent Account Number (PAN) of the person

(see instructions)

3. Folio Number of the person (see instructions)

4. Address (in block letters) (Please leave one blank box between two words.)

4.1 Flat No.

4.2 House/Premises No.

4.3 Floor No.

4.4 Building Name

4.5 Block/Sector

4.6 Road/Street

4.7 Locality/Colony

4.8 City

4.9 State Code (Refer to State Code in instructions)

4.10 Pin Code

5. Status  (Individual-I, Company-C, Firm-F, Hindu undivided family-H, Government Office-G, Banks-B, Others-O)

6. Financial Year (transactions relating to which are reported)  -

7. Total number of transactions reported in Annual Information Return

8. Total value of all transactions reported in Annual Information Return (in Rupees)

9. Details of transactions :

Sl. No.	Date of Transaction (DD-MM-YY)	Name of Transacting Party (in block letters) 1. First Name 2. Middle Name 3. Surname  (In case of non-individuals, full name be written. Leave one blank box between two words.)	PAN of Transacting Party (Refer to Instruction No. 5)	Full Address (in block letters. Leave one blank box between two words) 1. Flat No.; 2. House/Premises No.; 3. Floor No.; 4. Building Name; 5. Block/Sector; 6.Road/Street; 7. Locality/colony; 8. City; 9. District; 10. State Code; 11. Pin (Refer to State Code in Instructions)	Mode of transaction (Cash-C, Cheque-Q, Card-R, Demand Draft-, Others-O)	Amount in Rs. (Rounded off to nearest Rupee)	Transaction Code	Address of Office/Branch of person (responsible for furnishing the Annual Information Return) where transaction took place
	- -	1.		1.				
		2.		2.				
		3.		3.				
				4.				
				5.				
				6.				
				7.				
				8.				
				9.				
				10.				
				11.				

INSTRUCTIONS FOR FILING ANNUAL INFORMATION RETURN

- This return (Part A and Part B) be furnished on computer-readable media being a floppy (3.5 inch and 1.44 MB) or CD-ROM (650MB or higher capacity) or Digital Video Disc, along with Part-A thereof on paper.
  - In case the return filed is in a compressed format, it should be compressed using winzip 8.1 or ZipltFast 3.0 compression utility only.
  - The return be filed in one CD/floppy/DVD and should not span across multiple floppies/CDs/DVDs.
- Please do not use any abbreviation like Pvt. Ltd., etc.
- PAN is not required to be given in item No. 2 (Part A) and item No. 2 (Part B) by—
  - Registrar or Sub-Registrar appointed under section 6 of the Registration Act, 1908;
  - A person being an officer of the Reserve Bank of India, constituted under section 3 of the Reserve Bank of India Act, 1934, who is authorised by the Reserve Bank of India for issue of bonds;
- A Random Computer Generated Number (Folio Number) shall be allotted after filing of Annual Information Return for the first time. This number shall be quoted in item No. 3 Part A and item No. 3 (Part B) of the return for subsequent years.

5. Where the transacting party does not have PAN please mention 60 (in case Form No. 60 under rule 114B is received) or 61 (in case Form No. 61 under rule 114C is received) or NR (for Non-Resident) or G (for Central or State Government department or consular office) as the case may be.

6. State Code

<i>Codes</i>	<i>Name of the State</i>	<i>Codes</i>	<i>Name of the State</i>
01.	ANDAMAN AND NICOBAR ISLANDS	19.	MAHARASHTRA
02.	ANDHRA PRADESH	20.	MANIPUR
03.	ARUNACHAL PRADESH	21.	MEGHALAYA
04.	ASSAM	22.	MIZORAM
05.	BIHAR	23.	NAGALAND
06.	CHANDIGARH	24.	ORISSA
07.	DADRA AND NAGAR HAVELI	25.	PONDICHERRY
08.	DAMAN AND DIU	26.	PUNJAB
09.	DELHI	27.	RAJASTHAN
10.	GOA	28.	SIKKIM
11.	GUJARAT	29.	TAMIL NADU
12.	HARYANA	30.	TRIPURA
13.	HIMACHAL PRADESH	31.	UTTAR PRADESH
14.	JAMMU AND KASHMIR	32.	WEST BENGAL
15.	KARNATAKA	33.	CHHATTISGARH
16.	KERALA	34.	UTTARANCHAL
17.	LAKSHADWEEP	35.	JHARKHAND
18.	MADHYA PRADESH		

7. Codes in respect of transactions to be reported

<i>Sl. No.</i>	<i>Transaction</i>	<i>Transaction Code</i>
1.	Cash deposits aggregating to ten lakh rupees or more in a year in any savings account of a person maintained in a banking company to which the Banking Regulation Act, 1949 (10 of 1949), applies (including any bank or banking institution referred to in section 51 of that Act).	001
2.	Payment made by any person against bills raised in respect of a credit card aggregating to two lakh rupees or more in a year.	002
3.	Receipt from any person of an amount of two lakh rupees or more for purchase of units of a Mutual Fund.	003
4.	Receipt from any person of an amount of five lakh rupees or more for acquiring bonds or debentures issued by a company or institution.	004
5.	Receipt from any person of an amount of one lakh rupees or more for acquiring shares issued by a company.	005

6.	Purchase by any person of immovable property valued at thirty lakh rupees or more.	006
7.	Sale by any person of immovable property valued at thirty lakh rupees or more.	007
8.	Receipt from any person of an amount of five lakh rupees or more in a year for investment in bonds issued by Reserve Bank of India.	008

#### EXPLANATORY MEMORANDUM

It has been decided to give retrospective effect to the proposed amendment *i.e.*, from the first day of December, 2004, the date from which rule 114E and the Form 65 were published in the Official Gazette *vide* S.O. No. 1316(E). It is certified that this will not prejudicially affect the interest of any assessee.

Note : The principal rules were published under notification No. S.O. 969 dated the 26th March, 1962 which has been amended from time to time, and last such amendment was made *vide* notification S.O. No. 932(E), dated 01-7-2005.