**\***To be drafted on Company’s Letterhead

**TDS Deduction Letter Format**

Date: 01.02.2019

To,

The Manager

Delight Foods Pvt. Ltd.

New Delhi

Sub: Deduction of TDS

Dear Sirs,

This is to inform you that we have remitted your company an amount of INR 2,60,000/- via Cheque No. 78945 dated 08.02.2019 of Axis Bank towards CFS charges after deducting TDS at the rate of 2.266% which sums up to an amount of INR 6,000/-.

We hereby confirm that the above mentioned TDS will be paid to the government under FY 2018-19. We will soon be issuing the TDS certificate for the same in due course of time.

**OUR PAN NO- ABC789**

**OUR TAN NO- XYZ789**

Thanking You

Sincerely,

Ramajuan Nair

Manager

Elite Packaging Pvt. Ltd.