

LETTER TO ASSESSING OFFICER SUBMITTING DETAILS CALLED FOR AT THE REGULAR HEARING

From,

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Dated

To,

The Assessing Officer,

Circle/Ward

Dear Sir/Madam,

Subject : Regular hearing u/s for Assessment year

PAN No

Details called for -

During the course of hearing of the above mentioned case on you had required me to submit certain documents and details. These are considered below :

1. Details of family members	
2. Details of personal expenses	
3. Bank passbook	
4. Details of assets acquired	
5. Details of immovable property owned	
6. Details of foreign trips made	

Details of investments made - During the financial year _____ I made the following investments :

I hope this meets all your requirements. In case you need any further information or clarification please do let me know.

For any further assistance or professional support related to PAN, Aadhaar, ITR, GST, or other legal compliances, you may visit:

👉 www.companymitra.com

Thanking you

Yours faithfully

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