

Synergy Tax-Ed Solutions LLP

Taxation Services Catalogue

At **Synergy Tax-Ed Solutions LLP**, we offer a comprehensive suite of taxation services designed to meet the diverse needs of businesses and individuals. Our team of experts is dedicated to providing timely, accurate, and cost-effective tax services, ensuring compliance with all relevant tax laws and optimizing tax liabilities. Below is a detailed catalogue of the taxation services we provide.

1. Direct and Indirect Taxation

Description: Direct and indirect taxes are two key categories of taxes levied by governments on individuals and businesses. We provide expert services for both, ensuring your business complies with all tax regulations while maximizing savings.

Direct Tax Services (Income Tax):

- **Income Tax Filing:** Filing of income tax returns (ITR) for individuals, firms, companies, and others.
- **Tax Deduction at Source (TDS):** Assistance with TDS calculations, returns, and filing.
- **Tax Audit:** Assistance with tax audits under the Income Tax Act.
- **Capital Gains Tax:** Consultancy on tax implications for capital gains.
- **Tax Dispute Resolution:** Assistance with assessments, penalties, and tax disputes.

Indirect Tax Services (GST and Other Taxes):

- **GST Filing:** Preparation and filing of GST returns, including GSTR-1, GSTR-3B, GSTR-9, etc.
- **GST Consultancy:** Advice on GST structure, compliance, and impact on business transactions.
- **Customs Duty and Excise:** Advisory on customs and excise duties for businesses involved in imports and exports.
- **Sales Tax/VAT:** Assistance with VAT/Sales Tax filing and compliance (where applicable).

Documents Required:

- PAN card and Aadhar card
- Proof of business address (e.g., utility bills, rent agreement)
- Financial statements (balance sheet, profit & loss)
- GST registration certificate (if applicable)
- Any previous tax-related documents (income tax returns, assessments)

Turnaround Time:

For Direct Tax Services: 7-10 working days

For Indirect Tax Services: 5-7 working days

2. Income Tax Computation and Filing

Description: Our income tax computation and filing services ensure that your returns are filed accurately and on time. We help individuals, professionals, businesses, and corporations calculate their income tax liability, apply available exemptions, and optimize their taxes.

Services Offered:

- **Income Tax Computation:** Detailed calculation of income tax based on income, deductions, exemptions, and rebates.
- **Filing of Income Tax Returns:** Filing returns for individuals (ITR-1, ITR-2, ITR-3, etc.), firms, and companies.
- **Tax Filing for Non-Residents:** Specialized services for NRIs and foreign entities.
- **Advance Tax Calculation:** Estimation and calculation of advance tax payments to avoid penalties.
- **Income Tax Notice Representation:** Support with income tax notices and assessments from the Income Tax Department.

Documents Required:

- PAN card and Aadhar card
- Salary/Income details (Form 16, Form 26AS, bank statements, etc.)
- Proof of deductions (80C, 80D, home loan, etc.)
- Previous year's income tax returns (if applicable)
- Tax-saving investment proof

For Entities other than salaried Individuals:

- Books of accounts for the Financial year
- Bank statements, Loan documents
- Statutory logins ie., Income tax and GST.
- Other proofs based on the nature of transactions

Turnaround Time: 5-7 working days

3. Tax Planning and Advisory

Description: Tax planning and advisory services help businesses and individuals minimize their tax liabilities through effective planning and strategic decisions. Our tax advisors work closely with you to understand your financial position and suggest tax-efficient strategies.

Services Offered:

- **Personalized Tax Planning:** Tailored tax planning strategies for individuals and businesses.

- **Corporate Tax Planning:** Strategies to minimize corporate tax liabilities while ensuring compliance.
- **Tax Savings:** Guidance on tax-saving investments, exemptions, deductions, and credits available under Indian tax laws.
- **Tax Structure Optimization:** Consultancy on the best tax structure for your business to optimize overall tax liability.
- **Succession and Estate Planning:** Expert advisory on tax-efficient succession planning and wealth management.
- **International Taxation:** Advice on tax implications of cross-border transactions and international tax laws for foreign investments.

Documents Required:

- Financial statements (for businesses) or salary/income details (for individuals)
- Investments and insurance details (for tax-saving purposes)
- Proof of existing tax payments (if applicable)
- PAN and Aadhar card
- Specific financial documents related to overseas investments or foreign income (if applicable)

Turnaround Time: 7-10 working days

4. TDS Payments and Filing

Description: Tax Deducted at Source (TDS) is a critical part of tax compliance for businesses. We help businesses ensure that TDS is deducted and paid on time, and that TDS returns are filed correctly to avoid penalties.

Services Offered:

- **TDS Calculation:** Accurate calculation of TDS for salaries, payments to contractors, professionals, and vendors.
- **TDS Payment:** Timely remittance of TDS to the government.
- **TDS Return Filing:** Filing of quarterly TDS returns (Form 24Q, 26Q, 27Q, etc.).
- **TDS Reconciliation:** Ensuring that TDS deducted and deposited aligns with Form 26AS.
- **TDS Certificate:** Issuance of TDS certificates (Form 16, Form 16A) to employees and vendors.
- **TDS Advisory:** Providing advice on TDS-related issues and compliance.

Documents Required:

- PAN card of the business and deductor
- TDS challans for payments made

- Details of income payments made to employees, contractors, etc.
- Bank account details for TDS payment remittance
- Previous TDS return copies (if applicable)
- Any communication or notices from the tax authorities regarding TDS

Turnaround Time: 5-7 working days for filing and payment processing

Why Choose Synergy Tax-Ed Solutions LLP?

- **Expert Consultation:** Our team of tax professionals provides personalized consultation and strategic tax advice to optimize your tax obligations.
 - **Timely and Accurate Filing:** We ensure timely and accurate filing of all your tax returns and compliance documents to avoid any penalties or interest.
 - **End-to-End Services:** From tax calculation to filing, planning, and advisory, we offer comprehensive support to meet all your tax needs.
 - **Business Focused:** We understand the challenges faced by businesses and provide proactive solutions that save time and money.
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Contact Us Today:

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Let us manage your taxation needs, so you can focus on growing your business with peace of mind.