TRACES stands for TDS Reconciliation Analysis and Correction Enabling System and has been set up by TDS Centralised Processing Cell of the income-tax department.

TRACES will integrate the following components
- Tax information Network\
- Automated TDS Challan Matching
- TDS Defaults Processing
- IVR/ Call Centre
- Web Portal
-

New Web Portal : https://www.tdscpc.gov.in

How to register at TRACES ,FAQ is given below.

1.I am a registered user in TIN. How do I login to TRACES?

If you already have a TAN Account in TIN, you can use the existing User Id and Password as in TIN to login to TRACES. However, if you are not able to register on TRACES using existing User Id and Password, you can register as new user on TRACES.

I am a registered user at TIN but I have forgotten my User Id and / or Password. How do I register on TRACES?

If you are not able to register on TRACES using your TIN User Id and Password (for your TAN Account), please register as a new user. Click on 'Register as New User', select type of user as 'Deductor' and proceed. This will create your new profile as deductor in TRACES and you will be able to login to TRACES after you activate the account.

How do I activate my account?

After completing registration, you will receive an activation link and activation code on your email id registered with TRACES. You will also receive an activation code through SMS on your mobile number registered with TRACES. Click on the activation link and enter User Id and the activation codes received through email and SMS and proceed. After successful activation, you can log in to TRACES. Click here for more details.

When I provide my TAN and Token Number, I get the message 'Invalid details'. Why?

Token Number (Provisional Receipt Number) provided must be of any accepted Regular statement filed by you on or after April 1, 2010 or of any accepted Correction statement filed by you from April 1, 2010 to October 15, 2012.

What are the details that I need to enter in the registration form?

For Deductors

- Step–1
    - TAN of Deductor
    - Token Number of any accepted Regular statement filed by you on or after April 1, 2010 or of any accepted Correction statement filed by you from April 1, 2010 to October 15, 2012
- Step–2
    - Token Number of the regular statement corresponding to the Financial Year, Quarter and Form Type displayed on screen
    - Challan details of one particular CIN which has been mapped to at least three deductee rows. If there is no such challan, please enter details of challan having maximum number of deductee rows
- Step–3
    - PAN of Deductor
    - PAN of Authorised Person (person responsible for deduction of tax at source)
    - Date of Birth of Responsible Person as in PAN database
    - Designation of Responsible Person
    - Communication Address
    - Mobile Number
    - Email Id

For Tax Payers

- Step–1
    - PAN of Tax Payer
    - Date of Birth as on PAN Card
    - Name as in PAN database
        - Option 1 – Details from Form 26AS or salary slip (in case of salaried persons). Provide TAN of deductor who has deducted TDS / TCS, month & year of deduction and Amount of tax deducted

        - Option 2 – Details of any tax paid by you. Provide Assessment Year for which payment was made by you, Challan Serial Number of the challan using which payment was made and amount as per the challan
- Step–2
    - Communication Address
    - Mobile Number
    - Email Id
    -

The Token Number that I have provided on Step-1 is different from the Token Number which appears on Step–2 of registration process. Why is it so?

Token Number (Provisional Receipt Number) that is displayed on Step–2 is for the last accepted regular statement.

In Step–1, you can enter Token Number of any accepted Regular statement filed by you on or after April 1, 2010 or of anyaccepted Correction statement filed by you from April 1, 2010 to October 15, 2012.

Hence, Token Numbers in Step–1 and Step–2 are not required to be same.

I have entered incorrect communication details (Email Id or Mobile Number) during registration. What should I do now as I am not able to activate / login to my TRACES account?

Please wait for 24 hours for your account to be deactivated and try again.

Your registration process is valid only for 24 hours and you must activate your account within this time using the activation codes sent through Email and SMS.

During registration, please ensure to verify your details in the Confirmation Screen (Step–5). In case of any incorrect details, click on 'Edit' to change your details.

How can I ensure that I have entered correct communication details (Email Id or Mobile Number) during registration? Can I edit this information before submitting my registration form?

During registration, please ensure to verify your details in the Confirmation Screen (Step–5). In case of any incorrect details, click on 'Edit' to change your details.

What is Authentication Code?

Authentication code is generated when you clear validation details for a statement for certain functionalities such as Download Form 16 / 16A, Download NSDL Conso File, Download Justification Report, etc. Authentication code generated for a particular statement will be valid for the calendar day (i.e., an authentication code generated on 10-Dec-2012 can be used only on 10-Dec-2012 to clear validation details for the same statement. It will not be valid the next day).

Why does TRACES have different types of Authentication Codes?

There are two types of validations after which Authentication Code will be generated. Statement Specific Validation – On this screen, details about a particular statement will be asked.

For e.g., If you want to download NSDL Conso File for Financial Year 2010-11, Quarter 2 and Form Type 24Q, you have to provide challan details and PAN-Amount details for this statement. The Authentication Code generated will be for that particular statement Generic Validation – On this screen, details about a generic statement will be asked.

For e.g., If you want to update your profile, you have to provide challan details and PAN-Amount details about a generic statement will be asked. The Authentication Code generated will be for the FY, Quarter and Form Type displayed on the validation screen

It is advised to copy and save the Authentication Code so that you can reuse it for that day for the same statement.

Should I enter Authentication Code if I am trying to clear validation details for the first time during a day?

No. While trying to clear validation details for first time, you will not have the Authentication Code, hence you are not required to enter this value. You can proceed by entering other details for validation on this screen (i.e., Token Number, CIN / BIN Details and PAN-Amount). On completion of validation, Authentication Code will be generated and displayed when you proceed to next page.

Is it mandatory to enter Authentication Code?

No. If Authentication Code has been generated for the statement for which you are filling up validation details, you can enter it in the field provided for the same. It will facilitate users to avoid filling up validation details repeatedly in case user logs in again at different time of the day. If it has not been generated or if you have not saved it, you can proceed by entering other details on this screen (i.e., Token Number, CIN / BIN Details and PAN-Amount).

What is the advantage of Authentication Code?

Authentication Code is generated to facilitate users to avoid filling up of validation details repeatedly in case user logs in again at different time of the day.

Can I download NSDL Conso File for a quarter for which correction statement has been filed after 18-Oct-2012?

No. Such Conso file will not be available presently. Communication regarding the same will be published on TRACES once the Conso file will be available.

I am not able to download Justification Report. Why?

Justification Reports can be downloaded till Financial Year 2011-12. Justification report will not be available if your statement has no defaults.