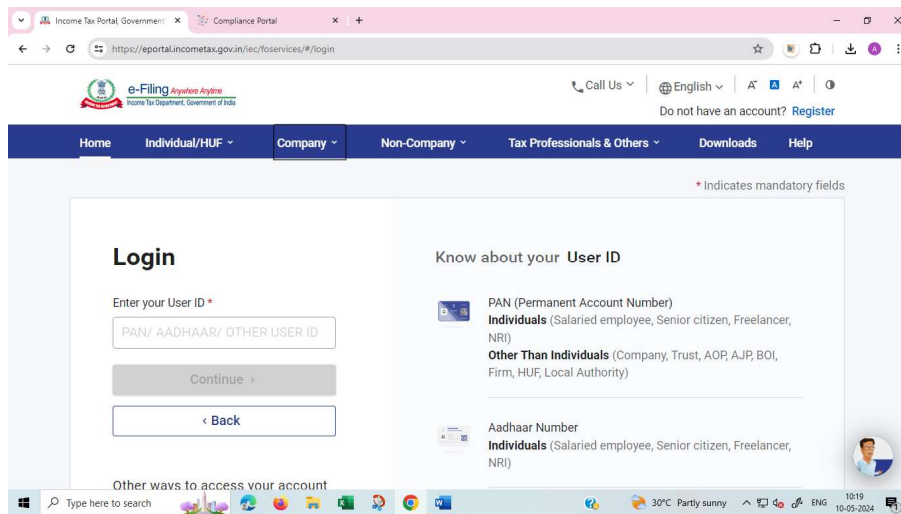# Steps to Print
Annual Information Statement (AIS)
from Income Tax Portal
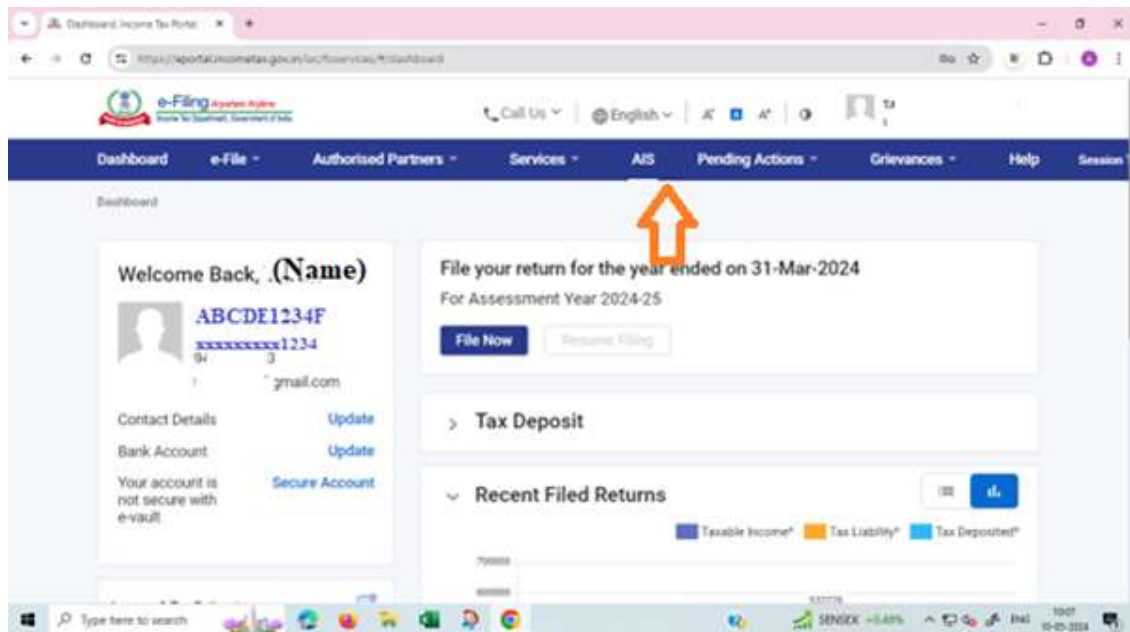
Step 1: Log in to the Income Tax Portal using your PAN/AADHAAR / User ID
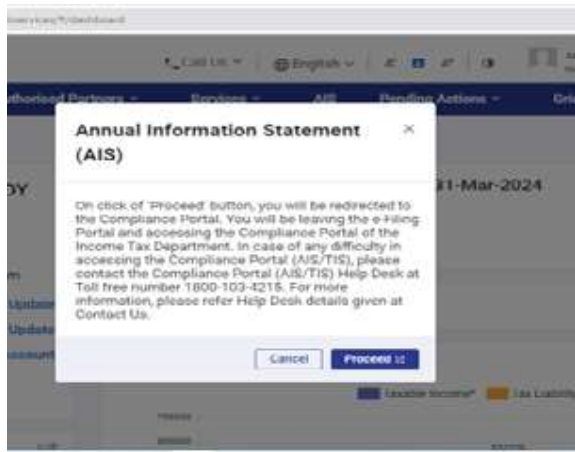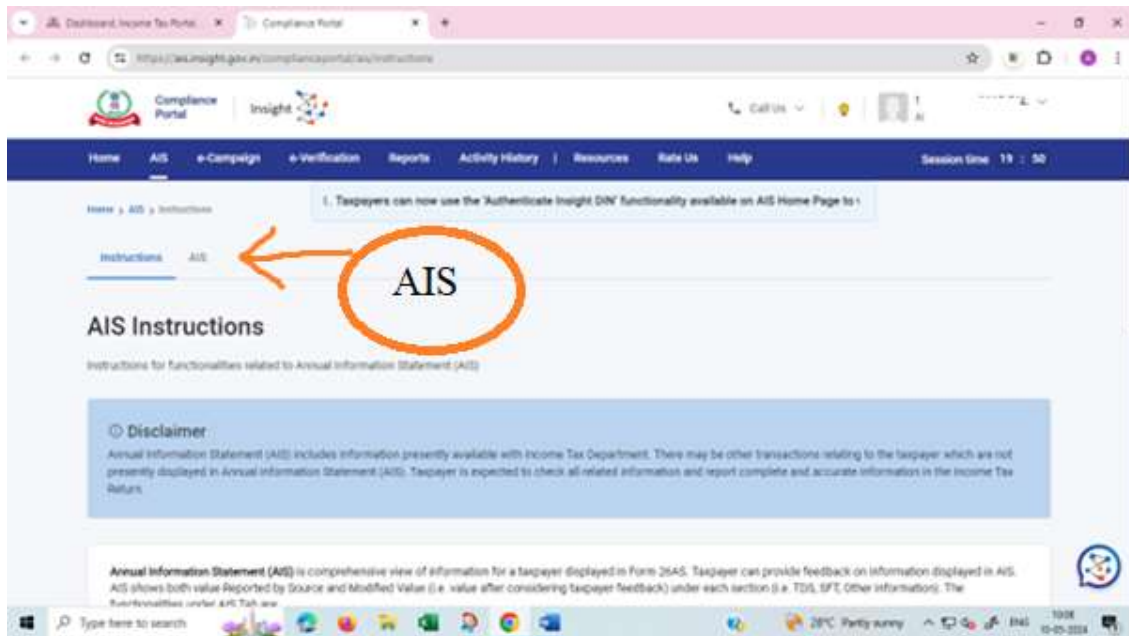
Income Tax Portal :

https://eportal.incometax.gov.in/iec/foservices/#/login

Step 2: (After Logging-in) , AIS Tab is available in the Middle of Blue Ribbon.
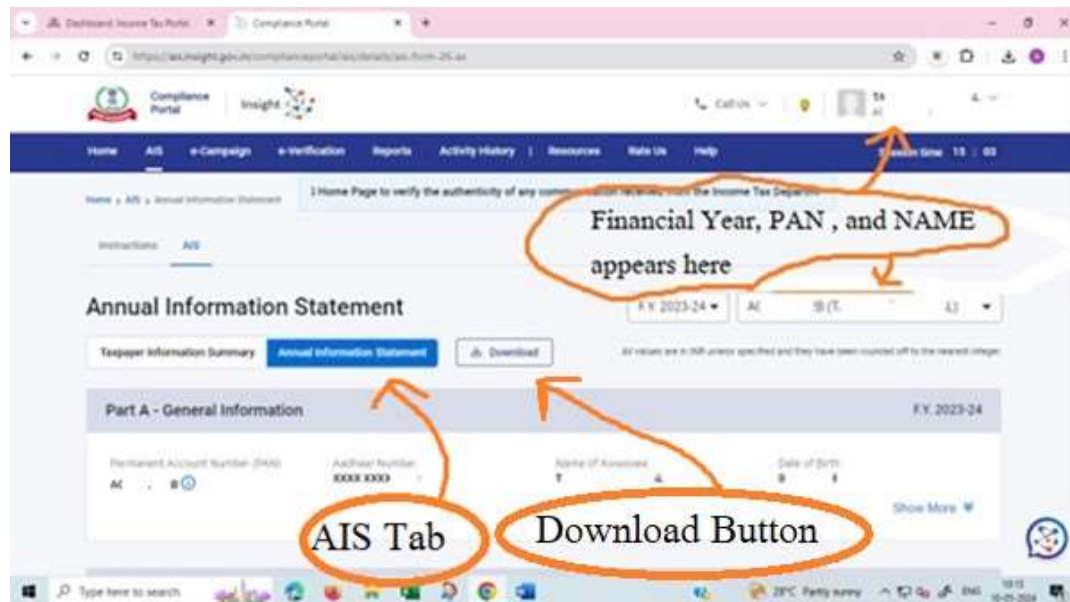
Step 3: Proceed to Compliance Portal (AIS Portal)
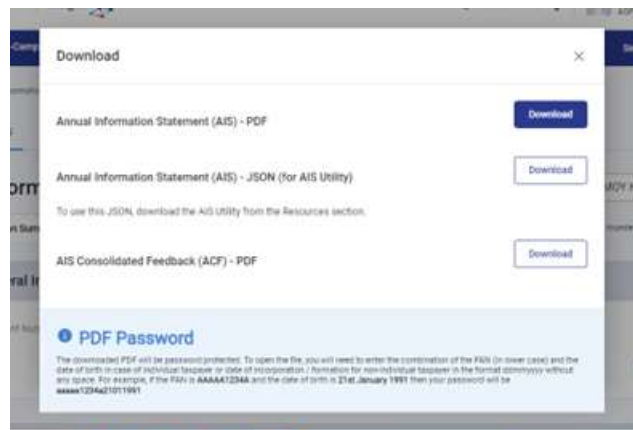

Step 4: Click on AIS Section.

Step 5: Go to Annual Information Statement Tab

Step 6: Download the Annual Information Statement (AIS)-PDF.

The downloaded PDF will be password protected.

Step 7 : View and Print the AIS (Password-protected)

To open the file, you will need to enter the combination of the PAN (in lower case) and the date of birth in case of individual taxpayer or date of incorporation / formation for non-individual taxpayer in the format ddmmyyyy without any space.

For example, if the PAN is AAAAA1234A, and, the date of birth is 21st January 1991,   then your password will be-   *aaaaa1234a21011991.*