

## How to make Tax Payment: Step-by-Step Guide Without Logging in to Income Tax Portal

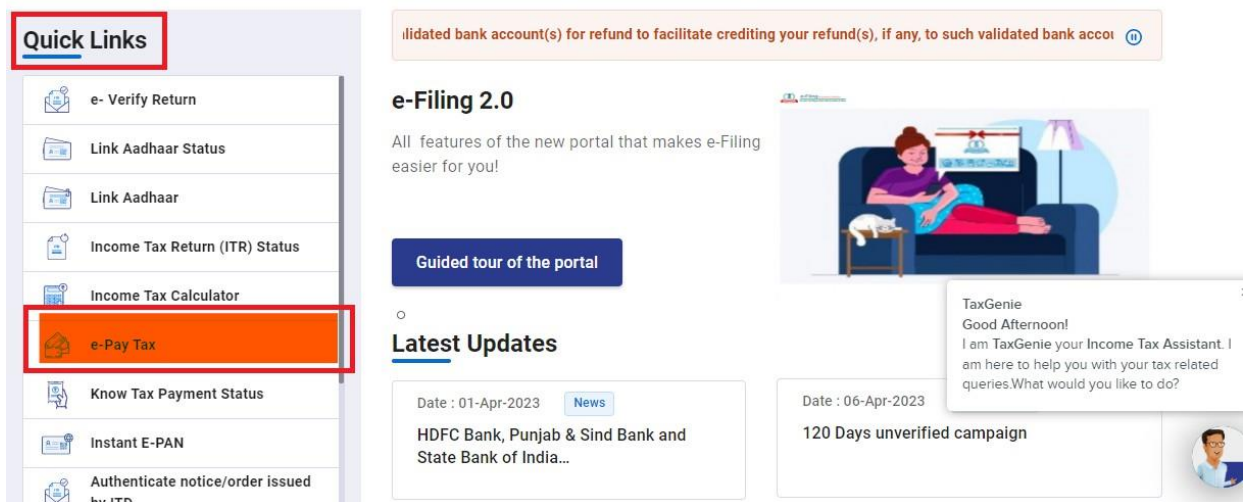
Here's a step-by-step guide on how to make tax payment on the Income Tax Portal **without logging in**:

### Step 1: Go to the Income Tax Portal and Navigate to the 'e-Pay Taxes' Section

1. Visit the Income Tax Portal at <https://www.incometax.gov.in/>
2. On the left side of the home page, there is a 'Quick Links' section, click on the 'e-Pay Tax' option. You can also search for 'e-Pay Tax' in the search bar.



Call Us | English | A+ A\* | Login Register



The screenshot shows the Income Tax Portal home page. On the left, there is a 'Quick Links' sidebar with several options. The 'e-Pay Tax' option is highlighted with a red box. The main content area features a banner for 'e-Filing 2.0' with a 'Guided tour of the portal' button. Below this, there is a 'Latest Updates' section with a news item dated 01-Apr-2023 about HDFC Bank, Punjab & Sind Bank and State Bank of India. On the right, there is a 'TaxGenie' chatbot interface with a message: 'Good Afternoon! I am TaxGenie your Income Tax Assistant. I am here to help you with your tax related queries. What would you like to do?' and a notification for a '120 Days unverified campaign' dated 06-Apr-2023.

### Step 2: Enter PAN/TAN and Mobile Number

1. On the 'e-Pay Tax' page, **input your PAN** and re-enter to confirm it. Then, provide your **mobile number** and click 'Continue'.

## e-Pay Tax

Please fill in the below details for tax payment through (i) Net Banking (ii) Debit Card (iii) Over the Counter (iv) NEFT/RTGS (v) Payment Gateway for [these banks](#)

\* Indicates the mandatory fields

PAN / TAN \*

Confirm PAN / TAN \*

Enter Mobile Number for OTP verification

Mobile \*

2. Enter the **6-digit OTP** received on your mobile number and 'Continue'.

Home Individual/HUF ▾ Company ▾ Non-Company ▾ Tax Professionals & Others ▾

## e-Pay Tax

OTP verification:

\* Indicates the mandatory fields

Mobile OTP \*

OTP expires in 14:54

3 attempt(s) remaining

### Step 3: Select the correct Assessment Year and Payment Type

1. Select the first box labelled as 'Income Tax' and click on 'Proceed'

## e-Pay Tax

PAN

### Income Tax

Advance Tax (100), Self Assessment Tax (300), Tax on Distributed Income to Unit Holders (107)... [Read More](#)

Proceed

### Equalisation Levy/ STT/ CTT

Equalisation Levy (119), Commodities Transaction Tax (800), Securities Transactions Tax (ST... [Read More](#)

Proceed

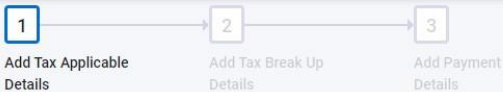
### Fee/ Other Payments

Fees, Wealth Tax, Fringe Benefit Tax, Banking Cash Transaction Tax, Interest Tax, Hotel Receipts... [Read More](#)

Proceed

< Back

- From the 'Assessment Year' dropdown menu, select **2023-24**
- Under the 'Type of Payment', select 'Self-Assessment Tax (300)' and click on 'Continue'.



## New Payment

PAN

\* Indicates the mandatory fields

Assessment Year \*

2023-24

Financial Year is 2022-23 for the selected Assessment Year 2023-24

Type of Payment (Minor Head) \*

Self-Assessment Tax (300)

Tax Applicable (Major Head) is **Income Tax (Other than Companies)(0021)**

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Continue >

### Step 4: Enter Tax Payment Details

Make sure to input the payment amounts correctly under the appropriate category.

\* Indicates the mandatory fields

|                                      |   |
|--------------------------------------|---|
| (a) Tax                              | ₹ 1,000                                       |
| (b) Surcharge                        | ₹ 0   |
| (c) Cess                             | ₹ 42  |
| (d) Interest                         | ₹ 0   |
| (e) Penalty                          | ₹ 0   |
| (f) Others                           | ₹ 0   |
| <b>Total (a + b + c + d + e + f)</b> | <b>₹ 1,042</b>                                |
| <b>In words</b>                      | <b>Rupees One Thousand And Forty Two Only</b> |

### Step 5: Select the Payment Method

1. Select the payment method and the bank to make the tax payment and press 'Continue'.
2. Payment can be made using internet banking, debit card, credit card, RTGS/NEFT, UPI or you can choose to pay at the bank counter.

### New Payment

PAN           

\* Indicates the mandatory fields

Net Banking
Debit Card
Pay at Bank Counter
RTGS/NEFT
Payment Gateway ?

Taxpayers having bank account with an Authorised Bank can use this mode for payment. No transaction charge/fee is applicable for making tax payment through this mode.

Axis Bank

Canara Bank

HDFC Bank

ICICI Bank

Kotak Mahindra Bank

Punjab National Bank

State Bank Of India

Other Bank

Can't find your bank? This net banking mode is for Authorized banks only. For other banks please use Payment Gateway or RTGS/NEFT option.

### Step 6: Verify Payment Information

1. After you click on 'Continue', there will be an option to **preview the challan details**.

2. Double-check the payment information you entered to ensure it is accurate, then click on the '**Pay Now**' option at the bottom of the page to make the payment.
3. If you need to modify the details, click on 'Edit'.

Preview [Edit](#)

#### Payment Details

|                             |                           |  |   |
|-----------------------------|---------------------------|--|---|
| Assessment Year<br>2023-24  | Financial Year<br>2022-23 | Tax Applicable (Major Head)<br>Income Tax (Other than Companies)<br>(0021) | Type of Payment (Minor Head)<br>Self-Assessment Tax (300) |
| Payment Mode<br>Net Banking |                           |  |   |
| Bank Name<br>HDFC Bank      |                           |  |   |

#### Tax Break up Details

|                                      |                 |
|--------------------------------------|-----------------|
| (a) Tax                              | ₹ 10            |
| (b) Surcharge                        | ₹ 0             |
| (c) Cess                             | ₹ 0             |
| (d) Interest                         | ₹ 0             |
| (e) Penalty                          | ₹ 0             |
| (f) Others                           | ₹ 0             |
| <b>Total (a + b + c + d + e + f)</b> | <b>₹ 10</b>     |
| In words                             | Rupees Ten Only |

[← Back](#)[Pay Later](#)[Pay Now](#)

## Step 7: Submit the Payment

1. Tick the checkbox to agree to the Terms and Conditions after reading them and click on 'Submit To Bank'.

The screenshot shows the e-Filing portal interface. The top navigation bar includes the e-Filing logo, 'Call Us', 'English', and font size controls. The main content area is divided into two sections: 'Payment Details' and 'Tax Break up Details'. A 'Terms and Conditions' dialog box is open in the center, displaying the following text:

status of such CRN will not be updated to "PAID".

12. If account of the taxpayer/user is deducted but the status of CRN is not updated to "PAID", the taxpayer/user may re-check the status of the CRN after 30 minutes as the same may get updated after response received from bank to e-Filing Portal. In case, no such response is received during the said time, the taxpayer/user is advised to wait for one day as the e-Filing Portal will reconcile the CRN with the bank and update the CRN status accordingly. If status of CRN is still not updated, taxpayer/user is advised to contact the bank.

13. Once a payment is successfully made, e-Filing will not entertain any request for refund/reversal of the paid amount. The taxpayer/user is advised to make claim of such amount as tax credit during the filing of Income tax return of the relevant Assessment Year.

14. Any fraudulent transaction or misuse shall be dealt as per applicable laws.

I agree to the terms and conditions.

**Submit To Bank**

The background shows the following details:


| Assessment Year | Financial Year | Tax Applicable (Major Head)       | Type of Payment (Minor Head) |
|-----------------|----------------|-----------------------------------|------------------------------|
| 2023-24         | 2022-23        | Income Tax (Other than Companies) | Self-Assessment Tax (300)    |

| Tax Break up Details                 |                 |
|--------------------------------------|-----------------|
| (a) Tax                              | ₹ 10            |
| (b) Surcharge                        | ₹ 0             |
| (c) Cess                             | ₹ 0             |
| (d) Interest                         | ₹ 0             |
| (e) Penalty                          | ₹ 0             |
| (f) Others                           | ₹ 0             |
| <b>Total (a + b + c + d + e + f)</b> | <b>₹ 10</b>     |
| In words                             | Rupees Ten Only |

## Step 8: Receive Payment Confirmation

You will receive a confirmation once your tax payment has been successfully submitted.

Call Us | English | A A A | Login Register

**✓ The Challan Payment is successful!**

You can download the challan receipt by clicking Download.

[Download](#)

### Summary

#### Taxpayer Details

|  |              |                  |                |
|--|--------------|------------------|----------------|
| PAN                                      | Name         | Assessment Year  | Financial Year |
|  |              | 2023-24          | 2022-23        |
| Tax Applicable (Major Head)              |              |                  |                |
| Income Tax (Other than Companies) (0021) |              |                  |                |
| Type of Payment (Minor Head)             |              |                  |                |
| Self-Assessment Tax (300)                | Amount(in ₹) | Amount(in words) |                |
|  | ₹ 10         | Rupees Ten Only  |                |

#### Payment Details

|                       |                 |              |                     |
|-----------------------|-----------------|--------------|---------------------|
| CIN                   | Payment Gateway | Payment Mode | Bank Name/Card Type |
|                       | HDFC Bank       | UPI          |                     |
| Bank Reference Number | Date of Payment |              |                     |
|                       | 12-Apr-2023     |              |                     |

[< Back](#) [Make Another Payment](#) [Download](#)

**Step 9: Share the Challan with a CA**

Download the challan and share it with your CA for further filing.

You can follow these steps to download the challan:

- Login to your account on Income Tax Portal
- Navigate to '**e-File**' > '**e-Pay Tax**'
- Under the '**Payment History**' tab, navigate to '**Actions**' and '**Download**' the challan.