

# FINANCE SUVIDHA KENDRA

## REFUND POLICY

**In order to obtain quality work and to provide best in the class of service, we are issuing a refund policy. We hope that this will prompt you to place only relevant and as per the policy orders.**

**In following cases amount paid for orders will not be refunded in whatsoever case, circumstance or situation.**

### PAN CARDS:

1. PHOTOGRAPH/ SIGNATURE OF APPLICANT IS NOT PROPER/CLEAR OR IS NOT AS PER GUIDELINES OF NSDL.
2. INCASE OF TEMPERING WITH THE ID PROOF PROVIDED BY APPLICANT.
3. INCASE OF MINOR, THE DETAILS OF GUARDIAN/ PARENTS ARE NOT PROVIDED.
4. INCASE OF FORM IS INCOMPLETE OR NOT PROPERLY FILLED.
5. FORM IS NOT NOTARY ATTESTED INCASE OF THUMB IMPRESSION.

### INCOME TAX RETURNS

1. CUSTOMER IS NOT ANSWERING CALL/ NUMBER SWITCHED OFF/ NOT REACHABLE.
2. CUSTOMER IS NOT PROVIDING INCOME DETAILS/ OTP.
3. ALREADY FILLED, SOMEWHERE ELSE.( A COPY OF ALREDY FILLED RETURN WILL BE MADE AVAILABLE TO YOU ON REQUEST)
4. PAN CARD DETAILS PROVIDED IN ORDER ARE NOT MATCHING WITH INCOME TAX RECORD.

We will proceed the order after the discrepancy notifies to you is resolved. However Order will not be refunded in any of the above case.

For any queries you may write us to [fsk.bbms@gmail.com](mailto:fsk.bbms@gmail.com)

For FINANCE SUVIDHA KENDRA

OPERATION HEAD

DATED: 08/09/2018