Tax Agent Appointment and Consent Form

We require your confirmation on all of the following points in order to prepare and electronically file your Australian tax return and BAS and act as your tax agent. OM Tax Services is a Waycorp Advisors specialist tax company. OM Tax Services holds our corporate tax agent licence (Registered Agent Number 26072249).

1. Your consent to Waycorp Advisors and OM Tax Services using my personal information

I confirm that I have read the consent notice overleaf and, on this basis, provide my consent to Waycorp Advisors/OM Tax Services collecting and processing personal information about me and, where relevant, family member(s), business partnerships, companies, trusts and other organisations on whose behalf I am also providing consent.

2. Australian tax agent appointment

I agree to appoint OM Tax Services as my registered tax agent, and, where relevant, to appoint OM Tax Services as the registered tax agent for family member(s), business, partnerships, companies, trusts and other organisations on whose behalf I am also providing consent.

By signing below, you are giving your consent to:

- Waycorp Advisors/OM Tax Services processing of your personal information, as relevant to you and your family member(s), business, partnerships, companies, trusts and other organisations, for the purposes of providing the services and as set out in the Privacy Statement
- The appointment of OM Tax Services as your registered tax agent and the registered tax agent of your family member(s), business, partnerships, companies, trusts and other organisations family members.

If you do not provide your consent, Waycorp Advisors/OM Tax Services may not be able to provide all of the Tax Services.

Signature	
Name	
Date	
Email & Mobile	
Tax File Number	
Date of birth (DD/MM/YYYY)	
Postal address	

For Waycorp/OM Tax Services completion:

Address:	Income tax (NOA)	Activity Statements
Waycorp/OM Tax Services	☐	☐
Taxpayer	☐	☐

Australian tax agent appointment

Appointment of registered tax agent (if you are a new client for Waycorp Advisors/OM Tax Services)

- **By signing Page 1, I agree to appoint OM Tax Services as my registered tax agent.**

Acknowledgements

This document should be read in conjunction with the general consent provided to you in this document on Page 2 in which you consented to the collection and use of certain forms of information necessary for Waycorp Advisors/OM Tax Services to perform the Tax Services ("Personal Tax Information").

Before Waycorp Advisors/OM Tax Services can provide the Tax Services you agree to the following on your behalf and where appropriate on behalf of each of the family member(s), business, partnerships, companies, trusts and other organisations:

- I confirm that I am authorised to access the Personal Tax Information of my family member(s), business, partnerships, companies, trusts and other organisations and to disclose it to Waycorp Advisors/OM Tax Services in connection with the Tax Services. I authorise my family member(s), business, partnerships, companies, trusts and other organisations to access and disclose my Personal Tax Information on my behalf as required to complete the Tax Services.
- I confirm that, to the best of my knowledge after reasonable enquiry, all Personal Tax Information is accurate and to promptly advise Waycorp Advisors/OM Tax Services of any changes to the Personal Tax Information that I become aware of.
- I acknowledge that Waycorp Advisors/OM Tax Services may need to disclose some or all of the Personal Tax Information to:
  - Waycorp Advisors/OM Tax Services affiliates, member firms of Waycorp Advisors/OM Tax Services member firm providing services in connection with the Tax Services, whether located within or outside of Australia;
  - The Company, including, if relevant, a copy of tax return(s), notices of assessment, PAYG notices and related correspondence to complete processing of any tax equalisation calculations in accordance with the Company policy or to provide the Company with such information that the Company would have otherwise held if they were performing the Tax Services.

Family member(s), business, partnerships, companies, trusts and other organisations	Tax File Number	ABN (all businesses)	Date of Birth (individuals)

Tax Services – Disclosure

Waycorp Advisors provides its BAS and TAX services under OM Tax Services. OM Tax Service is a registered tax agent with the Tax Practitioner Board (Registered Agent Number 26072249).

The Tax Practitioners Board maintains a public register of tax and BAS agents. You can confirm the registration of any tax or BAS agent by searching the public record here - https://myprofile.tpb.gov.au/public-register/

We operate under the Tax Practitioners Code of Professional Conduct. The Code of Professional Conduct can be found here - https://www.tpb.gov.au/code-professional-conduct

Any complaints about the provision of tax or BAS services may be made directly to the Tax Practitioners Board here - https://www.tpb.gov.au/complaints.

The Tax Practitioners Board encourages you to try to resolve any issues directly with the tax or BAS agent first, wherever possible. There are many issues the Tax Practitioners Board can't resolve. Some examples of these include:-

- the services provided by a tax practitioner are not considered a tax agent, BAS or tax (financial) advice service
- the conduct of a tax practitioner does not breach the TASA
- disputes occur on fee and commercial issues
- issues that are outside of the TPB's responsibilities.

If you have any queries or concerns or wish to raise an issue, please email us directly at omtax@waycorp.com.au.