

# Protect your practice

## Hyperlinks

### SLIDE 7 – WHO ARE DISQUALIFIED ENTITIES?

Learn more about the [types of disqualified entities](#).

### SLIDES 8 – DISQUALIFIED ENTITY EVENTS

Find out what [events can disqualify](#) an entity.

### SLIDE 9 – CODE OBLIGATIONS

- Read our guidance which explains Code items 15 and 16 and how you can comply with them:
  - [TPB\(I\) 41/2024 Employing or using a disqualified entity in the provision of tax agent services without approval | Tax Practitioners Board](#)
  - [TPB\(I\) 42/2024 Prohibition on providing tax agent services in connection with an arrangement with a disqualified entity | Tax Practitioners Board](#)
- See our helpful factsheets for an overview of your obligations and the obligation of disqualified entities:
  - [Information for tax practitioners - Code item 15 - Know your obligations when employing or using disqualified entities](#)
  - [Information for tax practitioners - Code item 16 - Prohibition of certain arrangements with disqualified entities](#)
  - [Information for disqualified entities](#).

### SLIDES 10, 11 and 12 – IDENTIFYING A DISQUALIFIED ENTITY

- Learn how to [determine if an entity is disqualified](#).
- Use the [TPB Public register](#) to check if an entity is or was previously registered.
- Use ASIC's [Financial advisers register](#) to check if the entity is currently registered as a qualified tax relevant provider (QTRP).

## SLIDE 14 – SEEKING OUR APPROVAL

- Obtain written consent from the disqualified entity you intend to use or employ using our [Disqualifying events declaration and consent form](#), before applying to us for approval.
- Login to the TPB portal [My Profile](#) to access our approved form.

## SLIDES 21 TO 34 – PROTECTING YOUR PRACTICE WITH PROOF-OF-IDENTITY CHECKS

- Read our guidance to understand our minimum requirements to undertake proof-of-identity checks on your clients.  
[TPB\(PN\) 5/2022 Proof of identity requirements for client verification | Tax Practitioners Board](#)
- Refer to the Australian Taxation Office website: [Agent client verification methods | Australian Taxation Office](#).
- See our handy factsheet with your clients: [Information for clients - Proof of identity checks for client verification](#)

## SLIDE 37 - STAY IN TOUCH WITH THE TPB

- Register for free [TPB webinars](#).
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