

# Proof of identity requirements

## Webinar resources and hyperlinks

### SLIDE 4 – WHY CLIENT VERIFICATION IS IMPORTANT

Find and why client verification is important for:

- [BAS agents](#), and
- [tax agents](#).

Check out our handy [factsheet](#) summarising our requirements that you can share with your clients.

### SLIDE 5 – RELEVANT TASA PROVISIONS

Learn about your obligations:

- [Code item 1](#) – you must act honestly and with integrity
- [Code item 7](#) – you must ensure tax agent services are provided competently.
- [Code item 9](#) – you must take reasonable care in ascertaining a client's state of affairs.
- [Fit and proper](#) registration requirements.

### SLIDE 8 – EVIDENCE TO VALIDATE A CLIENT'S IDENTITY

Learn more about our [POI requirements for client verification](#).

### SLIDE 12 – DOCUMENT VERIFICATION CHECKS

Learn more about our guidance on disclosure of [TFN information in email communications](#).

### SLIDE 15 – CLIENTS WITHOUT CONVENTIONAL IDENTITY DOCUMENTS

Refer to [AUSTRAC's guidance](#) on identifying customers who don't have conventional ID.

### SLIDE 17 – RECORD KEEPING

Learn more about the [Australian Privacy Principle 11 \(Security of personal information\)](#).

### SLIDE 18 – CONSEQUENCES FOR FAILING TO COMPLY

- Find out more about the [sanctions](#) we can apply.
- See what happens when we conduct an [investigation](#).

### SLIDE 22 – ATO – STRENGTHENING CLIENT VERIFICATION GUIDELINES

To find out more about the ATO's guidelines, refer to the [ATO website](#).

### SLIDE 33 – STAY IN TOUCH WITH THE TPB

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