



Concept Bookkeeping Services Pty Ltd

Tax Agents Services Act 2009 – Disclosure Statement

We are a registered BAS Agent as required in order to provide BAS Services (including advice, interpretation, interactions with the ATO, lodgement of forms in respect to GST, BAS, Payroll and Superannuation Guarantee). Any practitioner providing these services must be a registered BAS Agent or Tax Agent.

We are subject to the Code of Conduct prescribed in the Tax Agent Services Act 2009 and additional determinations. The Tax Practitioners Board (the board) are the regulator of Registered Agents. We are also required to adhere to the requirements of the ATO in our interactions with their Online Services and use of other relevant software.

We advise as follows:

I/We advise that to the best of our knowledge and based on all material known to us we

- Have not committed a prior material breach of the Act or instruments made under the Act;
- Are not being investigated by the Board on any matter
- Are not subject any sanctions imposed by the Board;
- Do not have any conditions applying to our registration;
- Have not been disqualified from providing services;
- Do not have as employees nor engage with others who have been disqualified from providing services
- Have not had any charge or conviction relating to an offence relating to fraud or dishonesty;
- Have not had any imposition of a promoter penalty under the tax law; or
- Had any charge or conviction relating to a tax offence.

We are not aware of any matter that we have not otherwise discussed or presented to you that would significantly influence your decision to engage or continue to engage our services. If there is anything you would like to discuss, please contact us.

Register of Tax Agents and BAS Agents

The Board maintains a public register of Tax Agents and BAS Agents.

The register contains registration details of registered, suspended and deregistered tax and BAS Agents.

The register is available at <https://www.tpb.gov.au/public-register>

Guidance on how to use the Register is available at

<https://www.tpb.gov.au/help-using-tpb-register>

Complaints

We note that we hope that any concerns you may have with our service are able to be discussed with us first to ensure we are able to respond to any misunderstanding or any performance issue.

Complaints about the services you receive can be made directly to the Board.

The Board's complaints process is explained, and the online form available at

<https://www.tpb.gov.au/complaints>

This information is required to be provided by TASA2009 Sn 45 (2) and is required when an entity is considering to engage or re-engage a registered tax agent or BAS Agent or upon request.

This information is true and correct at the time of making this statement. Any change to this information must be updated within 30 days of us becoming aware of any change matter.