



FOR OFFICE USE ONLY

**TAX AGENT REGISTRATION APPLICATION OR UPDATE**

Income Tax Act 1959 as amended

THE DECLARATION AT THE BOTTOM OF THIS PAGE MUST BE COMPLETED

**FORM TA1**

EFFECTIVE : 1 January 2017

APPLICANT TAX IDENTIFICATION NUMBER

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This form contains :  New tax agent registration application  Tax agent information update  Tax agent number 

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Complete this form in full Provide existing tax agency number and complete only fields with changed values

**APPLICANT DETAIL**

**PART 1: COMPLETE ONLY THE APPLICABLE SECTION BELOW PLEASE**

<b>The applicant is</b>	A Partnership <input type="checkbox"/>	Name of Partnership	Address of Partnership Head Office	
	Or			
	A Company <input type="checkbox"/>	Name of Company	Address of Company Head Office	
Or				
An Individual <input type="checkbox"/>	Individual Surname	Individual Christian Names	Individual Home Address	

**PART 2: COMPLETE ALL FIELDS BELOW PLEASE**

Nature of Business	Head Office Telephone No	Head Office Fax No
Business Address	Address for Service of Notices to Head Office	

**Note : Please provide full detail of branch offices in Schedule A**

**PART 3: DETAILS OF PARTNER (PARTNERSHIP), DIRECTOR (COMPANY) OR INDIVIDUAL ACTING AS PRINCIPAL NOMINEE**

Surname and Christian Names	Date of Birth	Telephone No	Fax No										
Address for Service of Notices to Principal Nominee		Principal Nominee TIN											
		<table border="1" style="display: inline-table; width: 100px; height: 15px;"><tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr></table>											

**Note : For a new registration application, or for a change in principal nominee information, please attach a completed form TA2 for the principal nominee. For a new registration only, please provide a list of all partners / directors and / or employees to act as alternate nominees in Schedule B.**

**PART 4: APPLICANT CREDENTIALS**

Details of registration as tax agent of the applicant and / or any of its partners / directors / employees in any country other than PNG			
Country	Board	Name of partner / director / employee	Registration No

**Note : Please attach a separate list if there are more than 5 registrations**

Provide details of any cancellations of registration as tax agent of the applicant or any partner / director / employee where applicable

**APPLICANT DECLARATION**

The Registrar of Tax Agents  
Internal Revenue Commission of Papua New Guinea  
Port Moresby

We hereby apply for registration of as a tax agent under the provisions of Part VIII of the Income Tax Act (1959) as amended. We include payment of the mandatory registration fee and attach a completed form TA3 (Tax agent annual registration fees).

I declare that the information provided in this application, its schedule(s) and any attachments are true and correct in every detail and discloses a full and complete statement of the facts. I have been duly delegated / authorised to sign this application on behalf of the applicant.

SIGNED:

DATE:

## SCHEDULE A : LIST OF BRANCHES

**PART 2: COMPLETE ALL FIELDS BELOW PLEASE**

Branch Name	Address for Service of Notices	Telephone No	Fax No

Note : If more than 15 branches are to be registered, please attach a separate list

## SCHEDULE B : LIST OF TAX AGENT NOMINEES

**Note: For a new registration application only, please provide a complete list of all the nominees operating under the tax agent agreement below. This form should not be used to register substitute nominees or to update any nominee information. Substitutions, de-registrations and updates of nominee information should be done by submitting a completed TA2 form only for every nominee that is being substituted, de-registered or for whom updated information is being submitted.**

**TAX AGENT NOMINEE INFORMATION**

Surname	First Name(s)	Address (for service of Notices)	Nominee TIN

Note : Attach a separate list for more than 15 nominees. Attach a completed TA2 form for every listed nominee