

# REA-APP

# REGISTERED ENROLLED AGENT APPLICATION

For Office Use Only  
DATE RECEIVED:

**\*\*Required\*\***

**PTIN # P-** \_\_\_\_\_

use this website to obtain your PTIN number:

<https://rpr.irs.gov/datamart/mainMenuUSIRS.do>

Do NOT email this form with credit card info-we will call you to take that over the phone



Questions? (971) 701-1544  
Email: [tax.bd@tax.oregon.gov](mailto:tax.bd@tax.oregon.gov)

**OREGON BOARD OF TAX PRACTITIONERS**  
200 Hawthorne Ave., Suite D450  
Salem, OR 97301

Fax (503) 585-5797  
Website: [www.oregon.gov/OBTP](http://www.oregon.gov/OBTP)

**1**

PLEASE PRINT OR TYPE **\*All fields must be completed 'cf nci f 'Udd]WUjcb'k J''bchVYdfcWggYX\***

"LEGAL NAME" Last:		First:	Middle Initial:
Social Security Number:	Date of Birth:	Male <input type="checkbox"/>	Female <input type="checkbox"/>
Mailing Address:			
City:	State:	Zip Code:	
Cell Phone:	Home Phone:	Business Phone:	
Fax:	*E-Mail:		

**\*Please provide the Board of Tax Practitioners with your current e-mail address to assure receipt of Board information.\***

**2**

**COMPLIANCE**

**~MUST ANSWER - REGISTRATION WILL BE REJECTED IF LEFT BLANK~**

If yes, attach an explanation and provide date(s), location, and summary.

Has a license in any other occupation or professional capacity issued in your name by any governmental entity been refused, suspended, revoked, or restricted, OR have you voluntarily relinquished a professional license? Yes  No

Are you aware of any current, proposed, pending or threatened professional complaints or civil or criminal action against you? Yes  No

Are you now under indictment for any criminal offense(s) of which an essential element is dishonesty, fraud or deception, per ORS 673.700(4)(b)? Yes  No

Have you been required to appear before or been sanctioned by any professional body or federal or state agency for alleged misconduct? Yes  No

**3**

**ENROLLED AGENT CARD NOTE: No other documents will be accepted.**

You must submit a front and back copy of your current Enrolled Agents Card (Please make sure you sign the back.)

**4**

**SIGNATURE**

Under penalty of perjury, I declare that I have examined this application, including any accompanying attachments, and to the best of my knowledge and belief, it is true, correct, and complete.

Signature : \_\_\_\_\_ Date: \_\_\_\_\_

**5**

**FEES**

For a combination Registered Enrolled Agent and Business registration, you **must** fill out a Business Registration Application and submit it with your Registered Enrolled Agent Application. Business Registration Applications are located on the Tax Board's Web site at: <http://www.oregon.gov/OBTP>

**FOR Registrants:**

Registered Enrolled Agent Only (REA) ~ \$125

Combo REA/Tax Buisness Reg ~ \$225

**TOTAL FEES: \$** \_\_\_\_\_

**6**

**CHECK OR MONEY ORDER**

Mail to:  
**OREGON BOARD OF TAX PRACTITIONERS**  
200 Hawthorne Ave., Suite D450  
Salem, OR 97301

**CREDIT CARD PAYMENT**

NUMBER \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

EXP DATE \_\_\_\_/\_\_\_\_/\_\_\_\_ CCV# \_\_\_\_\_

BILLING ADDRESS \_\_\_\_\_

BILLING ZIP CODE \_\_\_\_\_



## IMPORTANT INFORMATION FOR NEW TAX PREPARERS

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### A) TO RECEIVE YOUR ENROLLED AGENT REGISTRATION :

1. Complete the form on the other side of this page.
2. Return this completed application and applicable fee (see Section #5) to the Board of Tax Practitioners.
3. Registration will not be issued until all required information and fees are received and processed by the Board office.
4. Registration must be conspicuously displayed in the holder's place of employment.
5. Renewal with Enrolled Agent Card will be required Annually.

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### B) OWNER/OPERATOR OF A BUSINESS:

1. If your tax business will operate under a name other than your personal name, or if the firm is a corporation, the business name and/or the corporation must be registered with the Oregon Secretary of State Corporation Division. For more information, contact the Corporation Division web site at: [sos.oregon.gov](http://sos.oregon.gov) or (503)986-2200.
2. Complete the form B-Reg app for a Tax Preparation Business Registration and return the completed form to the Board office with applicable fee.  
A tax preparation business may *not* offer services to the public until it is registered with the Board.
3. If your tax business has more than one owner, only one of the owners needs to complete a tax business registration.
4. Each tax preparation business must appoint and report to the Board the name of a "Designated Consultant" who will have overall responsibility for the tax activities of the firm. See OAR 800-025-0050.
5. Each office of a tax preparation business must be staffed by a "Resident Consultant", see OAR 800-025-0060.
6. Tax Business registrations expire June 15th

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## CONTACT INFORMATION

Please inform the Board office immediately regarding *any* change to your contact information The Board uses e-mail addresses as a form of communication to notify licensees of information distributed by the Board.

OAR 800-010-0041 requires licensees to notify the Board within 15 days of any change in contact information.