Client-agent linking steps



Go to STEP 4 if you have already set up access to Online services for business

Step 1: Set up your Digital Identity (myGovID)

Remember that myGovID is different to myGov. For instructions on setting up your myGovID, see here.

You'll need at least Standard identity strength to set up your business for online services

Step 3: Authorise others to act on your behalf (optional)

You can authorise others to act on behalf of your business (for example, employees) in RAM.

Step 5: Nominate your authorised agent in Online services for business

From the Online services for business home page:

- > select **Profile** > then **Agent details** > select **Add** > Search for agent
- >Type "Taxtalk Pty Ltd" or "67798008" > complete the Declaration
- > select **Submit**

You'll now see your agent's details listed under Agent nominations.



Step 2: Link your myGovID to your ABN

You can link <u>here</u> if you have a Strong myGovID identity strength, and your name is listed in the ABR.

You'll need to contact <u>ATO</u> to link your myGovID to your

You'll need to contact <u>ATO</u> to link your myGovID to your ABN if you do not have a Strong myGovID identity strength, or are not an individual associate listed in the ABR.

Step 4: Log in to Online services for business

Use your myGovID to log in to <u>Online</u> services for business.

Step 6: Let your agent know you have nominated them

Your agent has 7 days to action the nomination before it expires.