

## How to comply with the Tax Agent Services Act 2009

For bookkeepers who have or want to establish their own business providing BAS services to clients for a fee, a new law was introduced in March 2010 requiring these people to register with the Tax Practitioners Board. The registration requirements are as follows;

- Certificate IV in Financial Services (Bookkeeping) or (Accounting).
- Must be able to demonstrate 1,400 hours of experience in the preceding three years (if you are a full Member of AAT Australia you only need to demonstrate 1000 hours of experience).
- Must complete a prescribed BAS/GST unit offered - FNSBPKG404A Carry out Business Activity and Instalment Activity Tasks.

## AAT Australia can assist you to become a BAS Agent

- You can access low cost Certificate IV in Financial Services (Accounting) or (Bookkeeping) courses or RPL assessments through your membership of AAT Australia.
- By 1 July 2011 the Tax Practitioners Board will require BAS agents to have a Professional Indemnity Insurance cover. Cost effective insurance can be accessed through your membership of AAT Australia.

## Apply today!

To speak to us about how we can enhance your career prospects or assist your bookkeeping business to grow through AAT Australia membership, call 1800 000 961 or visit our website at [www.aat.org.au](http://www.aat.org.au) today! You can be sure that your association with the AAT Australia will be a positive step on your pathway to success.



For more information contact AAT Australia.

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F: 03 8665 3130  
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W: [www.aat.org.au](http://www.aat.org.au)

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# AAT Australia Recognition for Bookkeepers

Supported By



The Institute of  
Chartered Accountants  
in Australia



**Bookkeepers provide a vital role in the accounting services supply chain. Accountants and business owners are increasingly reliant upon these practitioners to accurately compile and input data for the generation of reports upon which BAS, taxation and business decisions are based.**

## Who is AAT Australia?

The Association of Accounting Technicians (AAT) Australia is the country's largest paraprofessional body in the accounting/finance sector.

AAT Australia is:

- An association for paraprofessional accounting technicians, representing members working in all sectors of commerce in Australia.
- A recognised BAS Agent Association under the Tax Agent Services Act 2009.
- Dedicated to supporting members and their employers, through continuing professional education programs; technical information; professional standards; ethical guidelines and more.
- Setting new standards for paraprofessional accounting technicians and giving employers and clients new-found confidence and peace of mind.
- A not-for-profit organisation – our entire financial resources are committed to providing practical and supportive services for our members.
- Supported by CPA Australia, the Institute of Chartered Accountants in Australia and the National Institute of Accountants.

## How membership can benefit your business

AAT Australia membership ensures a commitment to high standards, professionalism, recognition and status for paraprofessional accounting technicians including self employed bookkeepers (BAS agents); payroll officers; assistant accountants, accounts payable/receivable officers and other accounting support staff.

- **Status** – AAT Australia members enjoy the status of being part of a global professional network. Upon joining AAT Australia you will receive a membership certificate confirming your achievement and professionalism. Full Members can use the 'AAT' post-nominal to promote that they are an 'Accredited Accounting Technician'.
- **Branding** – Members can use the AAT Australia logo on company stationery including business cards, letterhead and signage.
- **Recognition** – AAT Australia actively promotes the skills, experience and business values that members bring to the workplace. In addition, 'Find a Bookkeeper' is a searchable database that allows Members to advertise their services via our website at no cost.
- **Industry Support** – AAT Australia is active in representing the views of all accounting technicians through government regulation and industry discussions, including the introduction of the Tax Agent Services Act 2009.
- **Development and Education** – AAT Australia is committed to providing high quality continuing professional education opportunities, offering a range of topics in tax, government regulation compliance, accounting, software, information technology, management and personal effectiveness designed to improve the efficiency of business.
- **Communication and Technical Updates** – Members receive regular technical communication from AAT Australia including the quarterly magazine 'Accounting Technician' and the monthly e-newsletter, 'News Update'.
- **Member Services** – AAT Australia provides an expanding array of services at discounted cost, including publications relevant to bookkeeping, access to education courses, professional indemnity insurance and other useful, cost effective benefits.

## Qualification attainment

Many bookkeepers and other accounting technicians have extensive workplace experience but lack a formal qualification. With the advent of the legislation requiring qualifications, the industry has adopted minimum education standards; Certificate IV in Financial Services (Accounting) or (Bookkeeping).

AAT Australia, in conjunction with a number of Registered Training Organisations, TAFE and private providers, can offer members the opportunity to enrol in a variety of education programs involving different modes of delivery at significantly discounted course costs.



Find A Bookkeeper is one of AAT Australia's many member benefits, allowing Members to advertise their business for FREE on the AAT Australia website.

