










Nomination of legal representative

SEC=[OFFICIAL]
External

Ways to nominate with associated timeframes.

	Immediate	Close of business next business day service standard	28 day service standard
TIMEFRAME	Immediate	Close of business next business day service standard	28 day service standard
CHANNEL	  	 URGENT CASES FAX: 1300 130 917 Subject: <u>Urgent LR</u>	 FAX: 1300 130 917 POST: Australian Taxation Office PO Box 3373 PENRITH NSW 2740
CLIENT	 <p>Call between 9am – 6pm Mon to Fri:</p> <ul style="list-style-type: none"> ■ 13 28 66 for entities ■ 13 28 61 for individuals <p>Online services for individuals using myGov account linked to the ATO.</p>	<p>Complete 'Nomination of a legal representative to act on behalf of...' form available on ato.gov.au:</p> <ul style="list-style-type: none"> ■ For an individual NAT 11525 ■ For a non-individual entity NAT 15898 	<p>Complete 'Nomination of a legal representative to act on behalf of...' form available on ato.gov.au:</p> <ul style="list-style-type: none"> ■ For an individual NAT 11525 ■ For a non-individual entity NAT 15898
LEGAL PRACTITIONER	 <p>If the ATO case owner is known email notification of appointment letter or NAT form directly to case owner</p>	<p>Complete 'Nomination of a legal representative to act on behalf of...' form or notification of appointment Notification of appointment needs to include:</p> <ul style="list-style-type: none"> ■ firm's letterhead ■ client's details ■ legal representative's details 	<p>Complete 'Nomination of a legal representative to act on behalf of...' form or notification of appointment Notification of appointment needs to include:</p> <ul style="list-style-type: none"> ■ firm's letterhead ■ client's details ■ legal representative's details