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## PTIN Requirements for Tax Return Preparers

**Enrolled Agents**

**Annual Filing Season Program Participants**

**Enrolled Retirement Plan Agents**

**Certified Professional Employer Organization (CPEO)**

**Enrolled Actuaries**

**E-File Providers**

**Modernized e-File**

Preparer tax identification number (PTIN) applications and renewals for 2021 are now being processed.

Anyone who prepares or assists in preparing federal tax returns for compensation must have a valid 2021 PTIN before preparing returns. All enrolled agents must also have a valid PTIN.

Are you a non-credentialed return preparer looking to set yourself APART? Do you want to be included in the [Public Directory](#) of return preparers or desire limited representation rights for your clients? If so, check out the [Annual Filing Season Program](#) which recognizes the efforts of non-credentialed return preparers who aspire to a higher level of professionalism.

### Renew your PTIN in 3 easy steps:

1. Access Your Account	2. Renew Your PTIN	3. Pay Your Fee
If you already have an online PTIN account, <a href="#">login now</a> .	Complete the online renewal application. You must verify your personal information and answer a few	Pay the \$35.95 renewal fee via credit/debit/ATM card or eCheck. Upon completion of your application and payment, you'll receive

**Hot Topics**

- [Access your online PTIN account](#)
- [Troubleshoot PTIN System Issues](#)
- [Frequently Asked Questions: Do I Need a PTIN?](#)
- [Requirements for Tax Return Preparers: Frequently Asked Questions](#)
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The more than 759,000 federal tax return preparers in the U.S. should renew their Preparer Tax Identification Numbers (PTINs) for 2022. All current PTINs will expire Dec. 31, 2021.

“Taxpayers are relying on your expertise to help them meet their tax obligations and for some to complete their largest financial transaction for the year. Make sure you’re ready by renewing your PTIN now,” said Carol A. Campbell, director, Return Preparer Office.

Anyone who prepares or assists in preparing a federal tax return for compensation

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paper option for PTIN applications and renewals. However, the paper form can take four to six weeks to process. Failure to have and use a valid PTIN may result in penalties.

### **To renew a PTIN online:**

- Start at [IRS.gov/taxpros](https://www.irs.gov/taxpros).
- Select the “[Renew or Register](#)” button.
- Enter the user ID and password to login to the online PTIN account.
- Follow the prompts to verify information and answer a few questions.

Once completed, users will receive confirmation of their PTIN renewal.

The online system not only allows PTIN renewal, but can also be used by tax preparers to view a summary of the number of filed returns their PTIN has appeared on in the current year, and to receive communications through a secure mailbox from the IRS Return Preparer Office.

First-time PTIN applicants can also apply for a PTIN online.

### **To apply for a PTIN online:**

- Start at [IRS.gov/taxpros](https://www.irs.gov/taxpros).
- Select the “[Renew or Register](#)” button and select “Create Account” in the New User box.
- First time users are issued a temporary password and will be prompted to change their password upon logging in.
- Once logged in, select the appropriate “PTIN Sign Up” option.
- Follow the prompts to obtain the PTIN online.

### **Opportunity for non-credentialed tax preparers**

The [Annual Filing Season Program](#) is a voluntary IRS program intended to encourage

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Program [Record of Completion](#) from the IRS. Program participants are then included in a public [directory](#) of return preparers with credentials and select qualifications on the IRS website.

The searchable IRS directory helps taxpayers find [preparers](#) in their area who have completed the program or hold professional credentials recognized by the IRS.

### **Enrolled Agent credential**

The [Enrolled Agent credential](#) is an elite certification issued by the IRS to tax professionals who demonstrate special competence in federal tax planning, individual and business tax return preparation and representation matters. Enrolled Agents have unlimited representation rights, allowing them to represent any client before the IRS on any tax matter.

As non-credentialed return preparers think about next steps in their professional career, the IRS encourages them to [consider becoming](#) an Enrolled Agent.

All Enrolled Agents, regardless of whether they prepare returns, must renew their PTIN annually in order to maintain their active status.

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