



## 2021/2022 Renewal Registration Cycle Starts Now

The 2021/2022 renewal registration cycle for CTEC Registered Tax Preparers (CRTPs) starts August 1, 2021 and ends October 31, 2021.

### How do I renew online?

To renew online, click on the button [Already a CRTP – Click here to login to your account](#) located on the homepage. To renew, you must have:

- Basic personal information
- Current bond information and bond certificate - Bonds MUST be uploaded through your account on the CTEC website
- 20 hours of continuing education (10 hours of federal tax law, three hours of federal tax law updates, 2 hours of ethics and 5 hours of state) already uploaded into the CTEC database
- A new or renewed IRS Preparer Tax Identification Number (PTIN)
- Visa or MasterCard to pay the \$33 registration fee

**AVOID THIS MISTAKE!**  
*Some CRTPs continue to log into their account, however, instead of following the renewal steps, they "reprint" their CTEC certificate for \$10 and think they registered. Renewals can only be completed by following the above steps and paying the \$33 registration fee!*

### Report Bond Claims

CRTPs are required to report all paid claims against their surety bond to CTEC. CTEC is also required to post a notice of all paid claims on [ctec.org](#).

**What if my education has not been reported?**  
To renew online all of your education must be electronically reported to CTEC by your education provider. If your education is not showing up, call your education provider(s) to upload the hours into the system and make sure they have your valid CTEC ID number. Remember CTEC policy allows education providers 10 days from the date the course was completed to report hours earned so please plan ahead.

**Is unused education from last year accepted?**  
CTEC's registration cycle runs from November 1st through October 31st of each year, which means any education taken between those dates is good for the current registration cycle.

For example, did you complete a course on or after November 1, 2020? Any unused education completed from that date until October 31, 2021 can be used towards the new 2021/2022 CTEC renewal cycle.

CTEC education providers do not register you with CTEC. They are only submitting the education to CTEC. You have to make the final step to complete your registration, which also includes paying the CTEC \$33 renewal fee.

**Am I required to display my certificate?**  
All current certificates must be made visible to consumers at the primary place of business. CTEC certificates can be displayed at the entrance, on desks or another conspicuous location where business activities are performed.

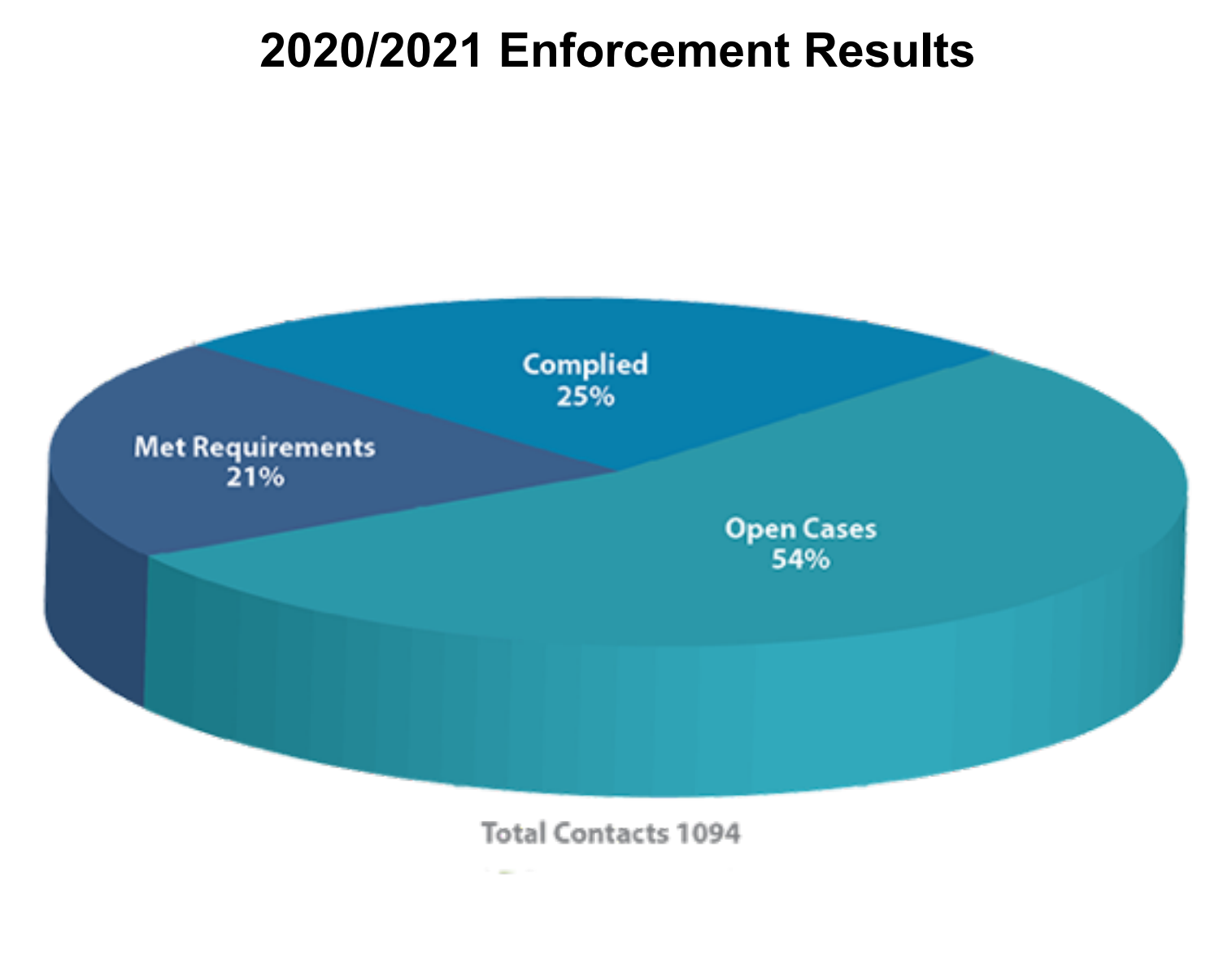
### Late Renewals Due January 15, 2022

CRTPs who fail to meet the October 31, 2021 renewal deadline have until January 15, 2022 to pay the \$55 late fee, plus the \$33 registration fee and renew late.

#### Missed the Late Renewal Deadline? What to Know...

CRTPs who miss the January 15th deadline to renew late will have to start over, pass a criminal background check and submit fingerprint images to CTEC. PLUS retake the 60-hour qualifying education course, obtain a bond, provide proof of a PTIN from the IRS, and pay CTEC fees.

*Due to legislative changes that took effect July 1, 2020, CTEC cannot approve the status of applicants to register or reregister until a background check is passed.*



Unregistered tax preparers who are caught preparing, or assisting with preparing, tax returns for a fee will be issued a \$2,500 penalty letter from the Franchise Tax Board (FTB). They have 90 days to register with CTEC before the penalty is enforced.

If a tax preparer does not comply, the \$2,500 penalty is assessed. If a tax preparer still fails to comply the next year, a \$5,000 penalty will be issued each year until they either register with CTEC or agree to stop preparing tax returns for a fee.

CTEC pays for the entire enforcement program. All penalties collected by FTB are deposited into the state's general fund.

As of June 30, 2021, FTB was still processing penalties. An updated report will be provided in the CTEC annual report. To report an unregistered tax preparer, visit [ctec.org](#).

### Public Awareness Campaign Promotes New Podcast

Getting taxpayers engaged through testimonies and storytelling was the focus of the CTEC 2021 public awareness campaign. The new strategy included creating a podcast called, "Taxpayer Beware," to educate taxpayers about how to choose a tax preparer, avoiding fraud, as well as true stories about "ghost" tax preparers. The advertising campaign focused on social media, Google Ads, mobile ads, email marketing and multiple audio platforms. In addition to podcasts and internet outreach, CTEC promoted multiple videos (English and Spanish) on social media and other platforms.

The podcast campaign reached position 35 on Apple Podcast's Business News section for most of March. CTEC received an average listen rate of 97% - 99% for each episode in late April through the extended May 17th filing deadline. Overall, the campaign performed within the top 50% of national podcast averages.

CRTPs are encouraged to listen and share CTEC podcasts. Links to the podcasts are provided on [CTEC.org](#) or can be downloaded at [taxpayerbeware.org](#).

### Congress Introduces Tax Preparer Regulation Bill

In June, Rep. Jimmy Panetta, D-California, and Tom Rice, R-South Carolina, introduced the Taxpayer Protection and Preparer Proficiency Act. If passed, the bill would reinstate the IRS's 2011 Registered Tax Return Preparer program to regulate paid tax preparers and mandate minimum competency standards.

Additionally, the proposed bill...

- Gives the IRS authority to revoke an incompetent or fraudulent tax preparer's Preparer Tax Identification Number (PTIN)
- Provides clarification that certain non-signing tax preparers (those persons who are employed by and prepare returns under the supervision of an attorney, CPA, or enrolled agent ) are not required to obtain a PTIN
- Requires a U.S. Government Accountability Office study on the sharing of information between Treasury and state authorities regarding PTINs issued to paid tax preparers and its minimum standards

The Biden administration also included a tax preparer regulation proposal in its American Families Plan.

### Now Accepting Applications for Becoming a CTEC Board Member

CTEC is seeking a qualified applicant to fill an open position on the CTEC Board.

Applicants must:

- Be a CTEC Registered Tax Preparer (CRTP), without any other preparer designation exempted under California Business & Professions Code Section 22258
- Have been a CRTP for a minimum of two years preparing tax returns
- Be able to attend the Annual Strategic Planning meeting and two Council meetings each year
- Be prepared to **volunteer a minimum of 130 hours per year** in addition to regularly scheduled board and committee meetings
- Be prepared to serve a minimum of two years
- Must be compliant and current on all federal and state tax requirements

For more details or to apply, [please click on this link to complete the application](#). **APPLICATION DEADLINE IS SEPTEMBER 1, 2021.** Candidates will be asked to attend the next CTEC November board meeting in Monterey.

### Welcome Our New CTEC Board Member

**Yvette Rupp** is a CTEC Registered Tax Preparer (CRTP) and has worked in the tax industry for more than 20 years. She also has 30 years experience in the finance and mortgage industry.

Yvette currently owns six tax preparation franchises throughout the Central Valley and Central Coast. Before becoming a franchise owner, she managed tax preparation offices as a District Manager in the Central Valley.

### Upcoming CTEC Meetings

November 17 - 18, 2021  
Monterey

May 17-19, 2022  
Sacramento

November 15 - 17, 2022  
Dana Point

Call 877.850.CTEC if you would like to attend.

[CTEC Board Members](#)  
[Registration Renewals](#)

**Government Partners** CTEC partners with government organizations to help reach taxpayers and tax preparers regarding California requirements for professional tax preparation.