

New York State Department of Taxation and Finance
Tax Preparer Continuing Education Registration
Inexperienced Commercial and Non-commercial Preparers

Instructions

Use this form to register for the New York State Registered Tax Preparer continuing education classes for **inexperienced commercial preparers** and **non-commercial preparers**. When complete, return the form to the Tax Department:

- By fax: (518) 435-8615, or
- By emailing a scanned copy to: PreparerEducationReg@tax.ny.gov

Personal information

Name: _____ Business affiliation (if any): _____

Business Address: _____

Business Address 2: _____

City: _____ State: _____ ZIP code: _____

NYS Tax Dept. Online Services User ID: _____

Email: _____ Phone: _____

Select a live session

These sessions will cover 3.5 hours of the required sixteen hours of coursework.

- Additional live sessions covering the remaining topics will be available soon.
- **All sessions** will also be available online, starting in December 2014.

Please indicate which session you wish to attend. All sessions are from 8:30 a.m. to 12:00 p.m.

- White Plains; Tuesday, October 21 **Westchester One**
- Albany; Thursday, October 23 **Legislative Office Bldg Hearing Room "B"**
- Hempstead; Wednesday, October 29 **Yes We Can Community Center**
- Brooklyn; Thursday, October 30 **15 MetroTech Center**
- Buffalo; Thursday, Nov. 6 **Buffalo & Erie Co Public Library**
- Binghamton; Thursday, Nov. 13 **Binghamton State Office Building**
- Syracuse; Thursday, Nov. 20 **Empire Expo Center/NYS Fairgrounds**

You will receive an email confirming that you are registered.