



Late Renewals DUE January 15, 2025!

Late Renewals Due January 15, 2025

CTEC Registered Tax Preparers (CRTPs) who failed to meet the October 31, 2024, renewal deadline have until **January 15, 2025**, to renew late. In addition to completing renewal registration requirements, late CRTPs must also pay a \$55 late fee, plus the \$33 registration fee and \$2 processing fee.

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

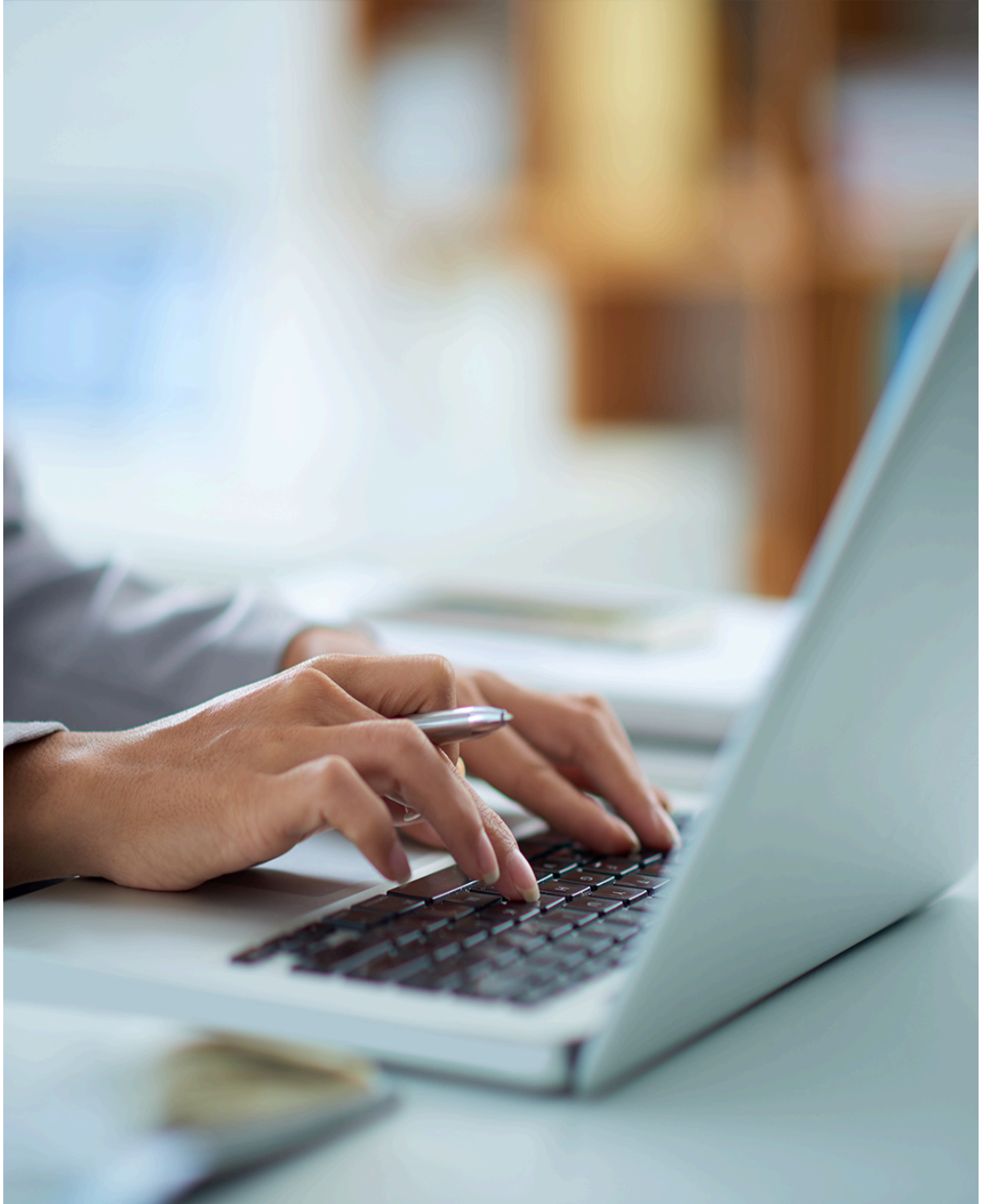
CRTPs who miss the January 15th deadline to renew late will be required to start over as a new preparer. This includes completing the following...

- Passing a criminal background check and submitting fingerprint images
- Retaking an approved 60-hour qualifying education course
- Obtaining a \$5,000 surety bond
- Providing proof of a PTIN from the IRS
- Completing the new preparer application
- Paying CTEC's application and registration fees

It is important to note this process will take weeks to complete. New applicants cannot prepare tax returns for clients until their CTEC registration has been completed and approved.

Renew Late

New CTEC Website and Logo Coming Soon...



The Council will launch a new website early this year. The upcoming website will showcase an updated logo, AI capabilities, language switcher, modern visuals, streamlined navigation features, enhanced search functions with real time feedback, as well as an AI chatbot and live chat feature available in English and Spanish.

Additionally, CRTPs will see a number of upgrades to the registration process to ensure a better user experience.

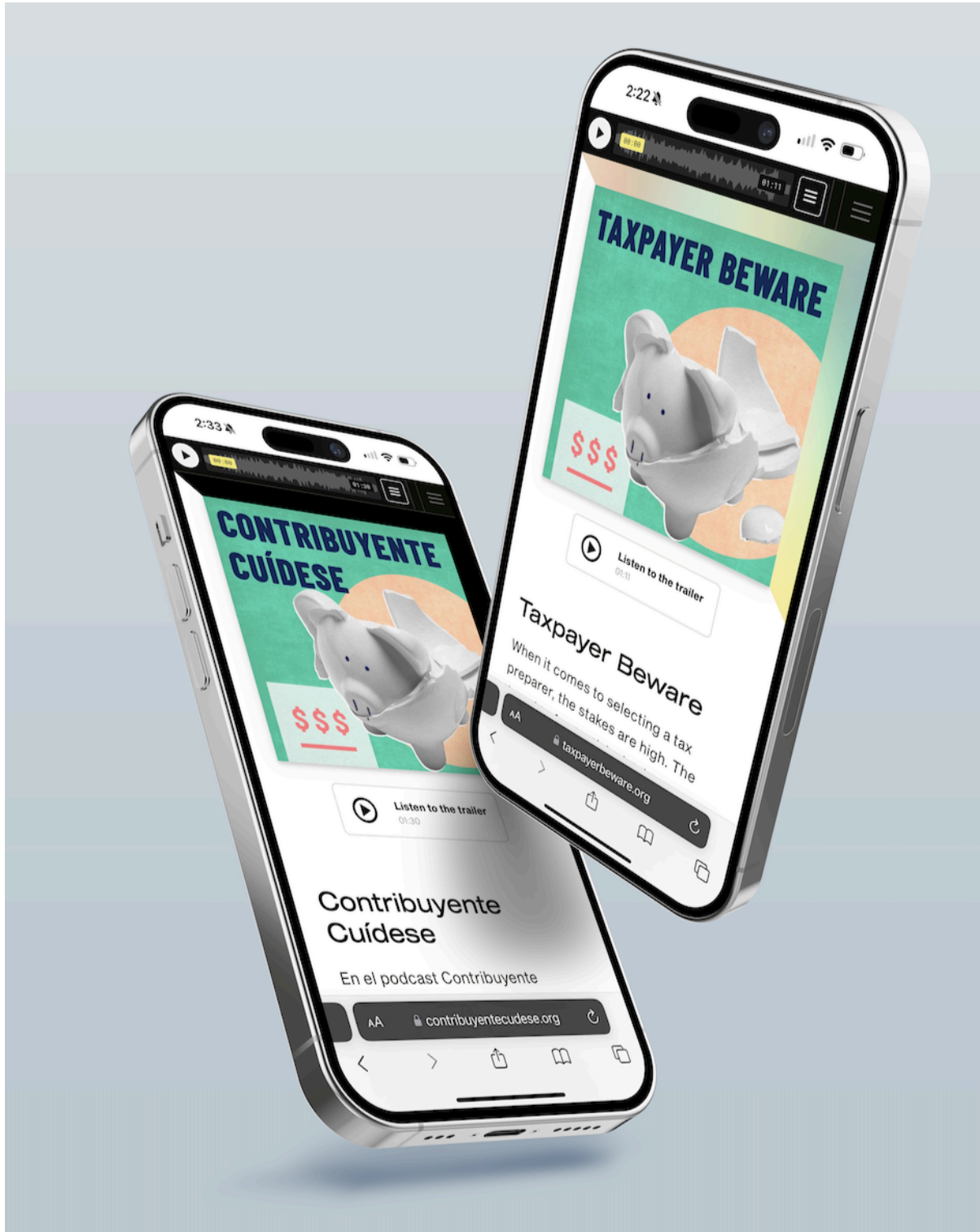
IMPORTANT CHANGE!

Multi-factor authentication will be incorporated into the system to safeguard against phishing attacks. Users will have the option to select from various authentication methods to generate or receive security codes.

To secure your CTEC account, you will be required to set up at least one authentication method. However, it is strongly recommended that CRTPs add a second authentication method. This extra layer of security ensures you can still access your account if you lose access to your primary method (e.g., if you lose your phone).

The Council appreciates the survey feedback from CRTPs and education providers regarding the current website. Many of the recommendations will be implemented into the new design.

2025 Public Awareness Campaign



For the upcoming public awareness campaign, CTEC will continue promoting its podcast in both English and Spanish, alongside outreach efforts through digital

marketing, social media, and media engagement.

In addition to an advertising and public relations campaign, CTEC will implement a Search Engine Optimization (SEO) strategy to improve the website's ranking in search results.

NEW! FOLLOW CTEC ON LINKEDIN!



2023/2024 Enforcement Results

During the 2023/2024 fiscal year, the Franchise Tax Board (FTB) Tax Preparer Enforcement Team contacted 1,941 questionable tax preparers, including some who failed to comply the prior year. Tax preparers in need of attention from enforcement are contacted by mail.

FTB sent 1,115 contact letters. Of those...

- 721 had no previous penalty
- 394 had a previous penalty

In addition to mail, some may also be contacted by phone and in-person...

- 1,262 received phone calls
- 247 received site visits

Unregistered tax preparers who are caught preparing or assisting with preparing tax returns for a fee will receive a \$2,500 penalty - a first failure to register penalty. However, the penalty will be waived if proof of a valid credential is provided to FTB within 90-days from the date the penalty notice is mailed to the tax preparer.

If the tax preparer does not provide FTB with proof of a valid credential, FTB will issue a \$5,000 penalty for each subsequent failure to register.

CTEC pays for the entire enforcement program. All penalties collected by FTB are deposited into the state's general fund. To report an unregistered tax preparer, visit [CTEC.org](https://www.ctec.org).

Want to Serve on the CTEC Board?



Curious about CTEC's actions and initiatives? Wondering how we address concerns about questionable tax preparers and enhance public awareness? Here's your opportunity! CTEC continually accepts CRTP applications for Council positions as they become available.

For additional information and to complete the application, please click the link.

[Watch the Video](#)

Upcoming Board Meetings

Sacramento, CA
May 20 - 22, 2025

San Jose, CA
November 18 - 19, 2025

CTEC Board

PO Box 2890
Sacramento, CA 95812

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