SUMMARY:



replaces 'Settings'

Managing profiles and logons in myIR

Webinar.questions@ird.govt.nz



Here you can update your

web logon details - like

your email address

give someone access to your / your business accounts

This can be done by owners and Administrators

When creating the additional logon you can set the access - this hasn't changed



SUMMARY:



Managing profiles and logons in myIR

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Create third party access – Nominated Persons

A Nominated Person (NOP) can act on your behalf.

- Add a new NOP through your customer account I want to... > Add a nominated person
- Follow the steps to give a NOP access to the accounts you want them to see

(Instead of creating a new logon, the NOP accesses the accounts through their own logon)

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The Nominated Person needs to claim access through: Manage my profile > Manage associated accounts/parties

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Once they have access, they will see the customer on their landing page when they logon (using their own logon)

Managing, viewing and editing third party access

Manage third party logons (including cancelling) through Manage my profile > I want to...:

- Manage third party access OR
- Manage associated accounts/parties*

*This option is where you'll see the relationships for tax intermediaries acting on your behalf

