

Tax no.: \_\_\_\_\_ ID no.: \_\_\_\_\_

E-mail address: \_\_\_\_\_

To the Local Tax Office Bonn-Innenstadt

**Authorisation for information exchange<sup>1</sup> with the Local Tax Office by e-mail**

I/We, \_\_\_\_\_ (first name, surname)  
born on \_\_\_\_\_

acting as legal representative of<sup>2</sup> \_\_\_\_\_

would like to exchange information<sup>1</sup> with the Local Tax Office by e-mail regarding

- my tax-related matters,
- the tax-related matters of the represented party<sup>2</sup>.

using the e-mail address indicated above. The Local Tax Office may also use the provided e-mail address to communicate with me/us. I/We agree that the Local Tax Office may send documents and data subject to tax secrecy using the above indicated e-mail address.

I am/We are aware of the fact that this form of communication is not safe and may be accessed or manipulated by third parties. I am/We are willing to accept the possibility that unauthorised third parties may gain knowledge about my/our tax-related matters.

I/We commit to check the indicated e-mail inbox for messages regularly to retrieve any new documents without delay. Any letters from the tax authority are considered received as soon as they are available for download in my/our personal inbox.

This authorisation can be revoked in writing (letter, fax or e-mail) at any time. A revocation shall only become effective after it has been received by the Local Tax Office.

\_\_\_\_\_ Date \_\_\_\_\_ Signature

If you wish to exchange information by e-mail, please fill in this form, sign it and send it by post or fax to the Local Tax Office. You can also scan the signed form and send the PDF file as an attachment by e-mail. Please make sure that the signature(s) is/are visible. For persons who are assessed together for income tax, the signatures and identification numbers of both persons are required.  
The Local Tax Office may refrain from sending information to you by e-mail if the legal or factual conditions for the communication have changed. In this case you will be informed in good time. Please note that it is not permitted for the Local Tax Office to communicate tax assessment notices and other administrative decisions by e-mail.

<sup>1</sup> This does not apply for the submission of tax declarations and the communication of bank details.  
<sup>2</sup> as applicable