

## **Profile Access**

**Q: I do not have Corppass, what should I do?**

**A :** Please apply for CorpPass to begin transacting on behalf of your entity. You can apply [here](#).

**Q: What transactions do I need Corppass for?**

**A:** You will need Corppass to file any transactions on behalf of your entity.

**Q: What if I receive the following error message when I log in with CorpPass?**

**"You're not authorised to view this page"**

**A:** If you encounter this message "You're not authorised to view this page", please check if you have linked the 7 e-services and assigned CorpPass to your new BizFile account.

**Q: I am a Corporate Service provider. I registered a new entity of behalf of the client and I did not receive a free Business Profile.**

**A:** You can only file on behalf of your clients in Bizfile after adding them to your client list using the "Maintain corporate service provider" transaction.

Please refer to the guide [here](#).

**Q: I am a Corporate Service provider and I am unable to switch profile.**

**A:** You can only file on behalf of your clients in Bizfile after adding them to your client list using the "Maintain corporate service provider" transaction. If you have not updated your client list, you will not be able to switch profiles when accessing bizfile.

Please refer to the guide [here](#).