

Form 4
Application for Professional Accounting Corporation Permit

Form 4 is to be used by members who are applying for a professional accounting corporation permit under section 40(1) of the Chartered Professional Accountants Act.

Form 4 should be accompanied by a completed Form 4A, Certificate of Solicitor, and the applicable permit application fee.

The applicant must be a CPA member in good standing of the Chartered Professional Accountants of BC who is a direct or indirect voting shareholder of the corporation.

Member name: _____ Membership # _____

Corporation name: _____

Mailing address: _____

Telephone: _____ Fax: _____ E-mail: _____

1. Please certify that the applicant is authorized by the corporation to bring this application by initialling here: _____

2. Please list the names and membership numbers of all members of the Chartered Professional Accountants of BC who are direct or indirect voting shareholders of the corporation. (Attach a separate sheet if more space is required.)

Name: _____ Membership # _____

Name: _____ Membership # _____

Name: _____ Membership # _____

Name: _____ Membership # _____

3. (a) Is the applicant, or any of the other members listed in question 2, a direct or indirect voting shareholder of any other professional accounting corporation(s) holding a current permit?

Yes

No

(b) If yes, please list the names and ID numbers of each other professional accounting corporation referred to in (a):

Name: _____ ID # _____

Name: _____ ID # _____

Name: _____ ID # _____

4. Please list the names and membership numbers of all directors of the corporation (all of whom must be members in good standing of the Chartered Professional Accountants of BC). (Attach a separate sheet if more space is required)

Name: _____ Membership # _____

Name: _____ Membership # _____

Name: _____ Membership # _____

5. Please indicate the name and membership number of the president (if any) of the corporation (who must be a member in good standing of the Chartered Professional Accountants of BC).

Name: _____ Membership # _____

6. Please certify by initialling here that all voting shares in the corporation are legally and beneficially owned by CPA members in good standing of the Chartered Professional Accountants of BC or by "holding companies" as defined in section 39 of the *Chartered Professional Accountants Act*. _____

7. Please certify by initialling here that all non-voting shares in the corporation are legally and beneficially owned by CPA members in good standing of the Chartered Professional Accountants of BC, or by "holding companies" as defined in section 39 of the *Chartered Professional Accountants Act*, or by another person, corporation or trust described in section 40(1)(e)(iii), (iv) or (v) of the *Chartered Professional Accountants Act*. _____

8. Please confirm by initialling here the corporation's agreement to ensure that every person who will provide accounting services in British Columbia to the public on its behalf will either be a CPA member in good standing or under the direct supervision of a CPA member in good standing who is an employee or shareholder of the corporation: _____

I, _____, the undersigned, certify that the information contained in this application is true and complete.

Signature of applicant

DATED this _____ day of _____, 20____.

Please scan and email completed form to publicpractice@bccpa.ca

Privacy

The personal information requested in this form is collected under the authority of the *Chartered Professional Accountants Act* and CPABC’s bylaws, for the purpose of regulating the profession and administering the professional accounting corporation permit approval process in accordance with the *Act* and CPABC’s bylaws, bylaw regulations, and code of professional conduct. Questions about CPABC’s collection and use of personal information may be directed to CPABC’s Privacy Officer. Contact details for our Privacy Officer can be found at www.bccpa.ca under “Privacy Policy”.

[For internal use only]

The Chartered Professional Accountants of BC approves this application for a professional accounting corporation permit.

Signed: Director, Public Practice Licensing

Chq _____

MC _____ VISA _____

DATED this _____ day of _____, 20____.

To Fin _____