

**CONTINUING PROFESSIONAL DEVELOPMENT (CPD)
EXEMPTION DECLARATION FORM
Calendar Year 2023**

You must declare eligibility for a dues reduction separately as the criteria are different.

First Name

Last Name

CPA ID #

DECLARATION FOR EXEMPTION FROM THE PRESCRIBED MINIMUM CPD HOURS

My *Gross Active Revenues* did not exceed CAD 32,300 for calendar year 2023

I was not engaged in public practice as defined in the *CPABC Bylaws* at any time in the calendar year 2023;

I did not serve in any of the following capacities for a public company, or reporting issuer as defined in the *CPABC Code of Professional Conduct* at any time during the calendar year 2023:

- i. As a member of its board or similar governing body; or
- ii. As a member of its audit, finance, or similar governance committee; and

I complied with the requirement of Rule 203 (Professional Competence) in the *CPABC Code of Professional Conduct*.

ADDITIONAL DECLARATION FOR EXEMPTION FROM ANNUAL REPORTING

In the event that you qualify for the above exemption criteria, and have no intention of performing any activity that would cause you to lose eligibility for CPD exemption, you may make a declaration and undertaking as follows for exemption from annual CPD reporting (please read carefully):

- I understand and meet the CPD exemption criteria. I have no intention of performing an activity that would require me to report CPD in a future year. In the event that my circumstances change, I undertake to notify the Registrar immediately.

Declaration:

I declare that I meet the CPD exemption criteria selected above and I acknowledge that CPABC reserves the right to request proof of eligibility for a CPD exemption. Failure to provide satisfactory proof of eligibility when requested may result in the denial of a CPD exemption, assessment of a CPD administrative fee, and/or referral to the Investigation Committee.

Signature: _____

Date: _____

* *Gross Active Revenues* include the aggregate of accounting and non-accounting revenues from employment, self-employment and all other active sources, whether earned personally or through a business entity. Gross Active Revenues do not include Employment Insurance benefits, pension income, support payments, or disability income.

For the protection of your privacy, please do not email completed forms to us. Please fax to 604 732.9439 or mail to the address noted above to the attention of: CPD Administrator

The information on this form is collected by CPABC under the authority of the CPA Act [SBC 2015] and the Freedom of Information and Protection of Privacy Act [RSBC 1996] for the purpose of monitoring and enforcing compliance with the Continuing Professional Development Program, administering and regulating your membership with CPABC, and providing, developing, evaluating and improving our programs, services and products. Should you have any questions about the collection or use of your personal information, please contact the CPD Administrator at 800-555 West Hastings Street, Vancouver, BC, 604 872.7222.