

FIRM PERMIT

Firm permits are needed by firms with an office in ND practicing public accounting or using titles such as "CPA" or "LPA". Other firms may practice public accounting in ND and use "CPA" or "LPA" titles without a permit, if they perform such services through an individual who holds a valid CPA license from a substantially equivalent (SE) state (see nasba.org), or who personally holds SE status granted by the NQAS. The firm must also be authorized to provide these services in that person's home state. Permits are issued and renewed on an annual basis. Multiple-office firms may register on one application, with one registration fee. Each firm permit holder, or applicant, is to notify the Board in writing, within 30 days, of any change in the identity of partners, officers, or shareholders who work regularly in this state, any change in the number or location of offices in ND, any change in the identity of those in charge of such offices, and any issuance, denial, revocation, or suspension of a permit by any other jurisdiction.

1. Name of CPA/LPA practice unit: _____

2. Register below each ND office of the firm and designate one as the correspondent office with an*.
ND office address, city, state, zip, phone & email:

_____	_____
_____	_____
_____	_____

3. The firm provides the following services to the public (check all that apply):

- | | |
|---------------------------------------|-------------------------------------|
| <input type="checkbox"/> Audits | <input type="checkbox"/> Review |
| <input type="checkbox"/> Compilations | <input type="checkbox"/> Exam |
| <input type="checkbox"/> Tax | <input type="checkbox"/> Consulting |
| <input type="checkbox"/> Other | |

4. Please check the boxes below to verify the following:

- A simple majority of the ownership of the firm, in terms of financial interests and voting rights, belongs to licensees of a state or other recognized jurisdiction.
- CPAs or LPAs associated with the firm whose principle place of business is in this state and who perform professional services in this state hold a valid certificate or license issued by this state.
- The firm and its owners are in compliance with all board rules regarding ownership.

5. Please list all states and jurisdictions in which the firm holds or has applied for a permit to practice public accounting or similar authorization (excluding North Dakota): _____

Date of last Peer Review: _____ Rating: _____

Signature: _____ Name: _____ Date: _____

About firm ownership. A minority of the ownership of a firm practice public accountancy within this state may be held by non-certified public accountants or non-licensed public accountants but each such owner: 1. Must be an individual; 2. Must not serve as the principle executive officer of the firm; 3. Must not exercise authority over the performance of audit, review, compilation, or other attest services; and 4. Must not aid in the unauthorized practice of public accounting, or knowingly misrepresent facts, or commit any act discreditable to the accounting profession.

When any owner of a firm practicing public accounting within this state is convicted of a felony or other crime involving fraud or dishonesty, or is disciplined by a regulatory agency, that person's ownership in the firm must be fully divested within six months thereafter, if so directed by the board. In the event of death or incapacity of a firm's sole owner, the firm may continue to operate under the owner's name and credential, for up to one year. The board may require firm supervision.