



Activity Review

North Carolina State Board of Certified Public Accountant Examiners

1101 Oberlin Rd., Ste. 104 • PO Box 12827 • Raleigh, NC 27605 • 919-733-4222 • www.nccpaboard.gov • No. 01-2012

The Challenge of Providing “Comfort Letters” for Clients

North Carolina CPAs continue to face the challenge of how to respond to requests from clients, lenders, and other third parties for “comfort letters” or “solvency opinions.”

There are various reasons a client may request a comfort letter--a mortgage broker may be collecting information needed for a loan approval or a third party may be trying to verify that clients applying for a particular service have the resources and ability to pay for the service or items involved. In some cases, a foreign government may request financial information for adoption proceedings.

Usually, the letter at issue is associated with stated-income loans, which are mortgages that do not require borrowers to document their income. Such loans often are sought by self-employed people and individuals with investment income or with sales jobs of varying commissions.

Lenders, lacking documentation to support a borrower’s income claims, take on the risk that a borrower’s claims are inadequate. To reduce the risk in extending loans, some lenders look to the borrower’s CPA for assurance or comfort about certain information.

Most lenders will simply ask the CPA to write a letter indicating that the prospective borrower is self-employed or is employed in a certain profession. Others may attempt to shift the burden of responsibility for due diligence onto the borrower’s CPA and provide a script of what they want the letter to say.

Such a letter provides third-party verification of details in the application and could transfer some of the potential liability to the CPA in the event of default on the loan.

There are a few issues with this type of letter that should concern CPAs. First, the proposed letter asks the CPA to attest, when the CPA has not specifically been engaged for that purpose. The report would be issued to a third party that has not contracted with the preparer for that specific purpose.

According to Auditing Standards Board Statement on Standards for Attestation Engagements No. 10, *Attest Engagements*, an attestation engagement is called for if the client wants a written report providing assurance about a specific subject.

Of course, performing an attestation engagement is not prohibited in the case of a lender’s comfort letter request, but CPAs must follow the procedures required in an attestation engagement. The client will likely not want to incur the expense of a formal attestation engagement.

It is also important to know what is not permitted under the standards. AT Section 9101, *Attest Engagements: Attest Engagements Interpretations of Section 101*, Appendix B, No. 2, ¶ 25 states that practitioners should not provide any form of assurance that an entity is not insolvent or would not be rendered insolvent upon a proposed condition, or that an entity has the ability to pay debts as they mature.

A lender may want the CPA to make an assurance that the applicant’s withdrawal of the funds for a down payment or other purposes would not put a financial strain on the applicant’s self-employment business. Any representation to that effect could be construed to be a comment on solvency and would thus be prohibited under the standards.

The types of services permitted in a CPA attest report include an audit, a review, or a compilation of the applicant’s personal financial statements. The CPA may also report on *pro forma* financial information or perform an agreed-upon procedures report, as long as those procedures do not provide any assurance on matters of solvency.

The important thing to consider is that this type of engagement requires many procedural steps, which take time and result in significant fees to the client.

Comfort Letters
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Disciplinary Actions

Stephen N. Greenberg, #4103
Stephen N. Greenberg, CPA, P.A.
Chapel Hill, NC 11/21/2011

THIS CAUSE coming before the North Carolina State Board of Certified Public Accountant Examiners (the "Board") at its offices at 1101 Oberlin Road, Raleigh, Wake County, North Carolina, at public hearing, with a quorum present, the Board finds, based on the evidence presented at the hearing on November 21, 2011, that:

Findings of Fact

1. Respondent Stephen N. Greenberg (hereinafter "Respondent Greenberg") is the holder of a certificate as a Certified Public Accountant in North Carolina.
2. Respondent Stephen N. Greenberg, CPA, P.A. (hereinafter "Respondent Firm"), is a registered certified public accounting professional corporation in North Carolina. In October of 2006, Respondent Greenberg filed documents with the Board and with the North Carolina Secretary of State's office amending the name of his professional corporation from Greenberg & Himmelberg, CPAs, PA, (hereinafter "G&H Firm") to Respondent Firm. At all times relevant, Respondent Greenberg was the majority shareholder, an officer, and director of G&H Firm and its successor firm, Respondent Firm.
3. The Board has jurisdiction over the Respondents and the subject matter of this action.
4. Respondents received at least fifteen (15) days written Notice of Hearing of this matter by personal service, certified mail, or other approved personal delivery.
5. Venue is proper and the Hearing was properly held at 1101 Oberlin Road, Raleigh, North Carolina.
6. Respondents did not object to any Board Member's participation in the Hearing of this matter.
7. Respondents were present at the Hearing and were represented by counsel.
8. Respondents have stipulated to the facts and rules violations set forth in the Notice of Hearing, including the following:

a. At all times relevant, Respondent Greenberg had responsibility for handling G&H Firm's, and subsequently Respondent Firm's, payroll tax deposits, and for preparation of all quarterly federal and state payroll reports.

b. On or about June 3, 2008, the Internal Revenue Service (IRS) filed a tax lien against G&H Firm for failure to pay 941 monies for the quarters 3/31/2006, 9/30/2006, 12/31/2006, 3/31/2007, 6/30/2007, 9/30/2007, and 12/31/2007. The tax lien for these quarters totaled \$37,398.65.

c. Respondent Greenberg and Respondent Firm failed to report the federal tax lien to the Board within 30 days and Respondent Greenberg failed to disclose the lien on his subsequent individual renewal.

d. On or about April 13, 2009, the IRS filed a tax lien against G&H for failure to pay 941 monies for the quarter ending 6/30/2008. This tax lien totaled \$15,944.93.

e. Respondent Greenberg filed both his 2007 federal and state personal income tax returns, but failed to pay taxes in the amount of \$3,444.00 on his federal return and \$2,716.00 on his state return.

f. Respondents' actions as set out in paragraphs 8b and 8c above constitute violations of N.C. Gen. Stat. §93-12(9)e and 21 NCAC 08N .0201, .0203, .0207 and .0208(b).

g. Respondents' actions as set out in paragraph 8d above constitute violations of N.C. Gen. Stat. §93-12(9)e and 21 NCAC 08N .0201, .0203, and .0207.

h. Respondent Greenberg's actions as set out in paragraph 8e above constitute violations of N.C. Gen. Stat. §93-12(9)e and 21 NCAC 08N .0201, .0203, and .0207.

Conclusions of Law

1. Per N.C. Gen. Stat. §150B-42, this Board Order constitutes a Final Agency Decision of the Board.
2. Respondents are subject to the provisions of Chapter 93 of the North Carolina General Statutes and Title 21, Chapter 8 of the North Carolina Administrative Code (NCAC).
3. Respondents' actions as set out in

Findings 8b and 8c above constitute violations of 21 NCAC 08N .0201, .0203, .0207, and .0208(b).

4. Respondents' actions as set out in Finding 8d above constitute violations of 21 NCAC 08N .0201, .0203, and .0207.

5. Respondent Greenberg's actions as set out in Finding 8e above constitute violations of 21 NCAC 08N .0201, .0203, and .0207.

BASED ON THE FOREGOING, the Board orders in a vote of 4 to 2 that:

1. The Certified Public Accountant certificate issued to Respondent Greenberg, Stephen N. Greenberg, is hereby permanently revoked.

2. The firm registration for Respondent Firm, Stephen N. Greenberg, CPA, P.A., is hereby cancelled.

3. Respondents shall not offer or render services as a CPA or CPA firm or otherwise trade upon or use the CPA title in this state either through CPA mobility provisions or substantial equivalency practice privileges or in any other manner, nor shall Respondents claim or attempt to use any practice privileges in any other state based upon Respondent Greenberg's permanently revoked North Carolina certificate or Respondent Firm's canceled CPA firm registration.

James Neal King # 21007
Charlotte, NC 11/21/2011

THIS CAUSE, coming before the Board at its offices at 1101 Oberlin Road, Raleigh, Wake County, North Carolina, with a quorum present. Pursuant to North Carolina General Statute (N.C. Gen. Stat.) §150B-41, the Board and Respondent stipulate to the following:

1. Respondent is the holder of North Carolina certificate number 21007 as a Certified Public Accountant.
2. Respondent informed the Board on his 2010-2011 individual certificate renewal (renewal) that he had obtained forty (40) hours of continuing professional education (CPE), had completed an annual Board-approved North Carolina ethics CPE course, and had completed at least eight (8) hours of

non-self-study CPE to meet the 2009 CPE requirement.

3. Based on Respondent's representation, the Board accepted his renewal.

4. Board staff requested that Respondent provide certificates of completion for the CPE reported to meet his 2009 CPE requirement.

5. Respondent provided the CPE certificates of completion to the Board as requested. However, Respondent failed to provide the certificates of completion needed to document thirty-six (36) hours of CPE that Respondent claimed he earned between January 1, 2009, and June 30, 2010, as was reported on his renewal.

6. Respondent wishes to resolve this matter by consent and agrees that the Board staff and counsel may discuss this Consent Order with the Board *ex parte*, whether or not the Board accepts this Consent Order as written. Respondent understands and agrees that this Consent Order is subject to review and approval by the Board and is not effective until approved by the Board at a duly constituted Board Meeting.

BASED UPON THE FOREGOING, the Board makes the following Conclusions of Law:

1. Respondent is subject to the provisions of Chapter 93 of the North Carolina General Statutes and Title 21, Chapter 08 of the North Carolina Administrative Code (NCAC), including the Rules of Professional Ethics and Conduct promulgated and adopted therein by the Board.

Respondent's actions as set out above constitute violations of N.C. Gen. Stat. §§93-12(8b)a, 93-12(9), 93-12(9)c, and 93-12(9)e and 21 NCAC 08J .0101(b), 08N .0202(a), .0202(b)(3), .0202(b)(4), and .0203(b)(1).

BASED ON THE FOREGOING and in lieu of further contested case proceedings, the Board and Respondent agree to the following:

1. Respondent's application for renewal is deemed insufficient and untimely under N.C. Gen. Stat. §150-B-3(a). Hence, his certificate is automatically forfeited pursuant to N.C. Gen. Stat. §93-12(8b).

2. Respondent must return his cer-

tificate to the Board with this signed Consent Order.

3. Respondent may apply for the reissuance of his certificate after one (1) year from the date the Board approves the Consent Order if Respondent's certificate and the civil penalty required in number five (5) of this Order have been received by the Board.

4. Respondent may apply to return his certificate to active status by submission and approval of a reissuance application which includes:

a. Application form,

b. Payment of the application fee,

c. Three (3) moral character affidavits, and

d. Seventy-six (76) hours of CPE in the twelve (12) months preceding the application including the eight (8) hour accountancy law course as offered by the North Carolina Association of CPAs.

5. Respondent shall pay a one thousand dollar (\$1,000.00) civil penalty to be remitted to the Board prior to submitting any reissuance application.

6. Respondent agrees that failure to timely comply with any terms of this agreement and Consent Order shall be deemed sufficient grounds for revocation of his license.

**Cheryl D. Poss # 24211
Columbia, SC 11/21/2011**

THIS CAUSE, coming before the Board at its offices at 1101 Oberlin Road, Raleigh, Wake County, North Carolina, with a quorum present. Pursuant to North Carolina General Statute (N.C. Gen. Stat.) §150B-41, the Board and Respondent stipulate to the following:

1. Respondent is the holder of North Carolina certificate number 24211 as a Certified Public Accountant.

2. Respondent informed the Board on her 2010-2011 individual certificate renewal (renewal) that she had obtained forty (40) hours of continuing professional education (CPE), had completed an annual Board-approved North Carolina ethics CPE course, and had completed at least eight (8) hours of non-self-study CPE to meet the 2009 CPE requirement.

3. Based on Respondent's representation, the Board accepted her renewal.

4. Board staff requested that Respondent provide certificates of completion for the CPE reported to meet her 2009 CPE requirement.

5. Respondent provided the CPE certificates of completion to the Board as requested. However, Respondent failed to provide the certificates of completion needed to document twenty (20) of those hours or a Board-approved North Carolina ethics course.

6. Respondent wishes to resolve this matter by consent and agrees that the Board staff and counsel may discuss this Consent Order with the Board *ex parte*, whether or not the Board accepts this Consent Order as written. Respondent understands and agrees that this Consent Order is subject to review and approval by the Board and is not effective until approved by the Board at a duly constituted Board Meeting.

BASED UPON THE FOREGOING, the Board makes the following Conclusions of Law:

1. Respondent is subject to the provisions of Chapter 93 of the North Carolina General Statutes and Title 21, Chapter 08 of the North Carolina Administrative Code (NCAC), including the Rules of Professional Ethics and Conduct promulgated and adopted therein by the Board.

2. Respondent's actions as set out above constitute violations of N.C. Gen. Stat. §§93-12(8b)a, 93-12(9), 93-12(9)c, and 93-12(9)e and 21 NCAC 08J .0101(b), 08N .0202(a), .0202(b)(3), .0202(b)(4), and .0203(b)(1).

BASED ON THE FOREGOING and in lieu of further contested case proceedings, the Board and Respondent agree to the following:

1. Respondent's application for renewal is deemed insufficient and untimely under N.C. Gen. Stat. §150-B-3(a). Hence, her certificate is automatically forfeited pursuant to N.C. Gen. Stat. §93-12(8b).

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CPAs Needed for CPE Registry Reviewer Program

The National Association of State Boards of Accountancy (NASBA) is seeking CPAs with specialties in the areas of Accounting, Auditing, and Tax to join its newly launched Registry Reviewer Program.

This program is designed to develop a roster of qualified, CPA professionals (including faculty members) who review CPE courses for technical accuracy and sufficiency for CPE credits as part of the National Registry of CPE Sponsors application process.

If you meet the qualifications listed and are interested in applying, please

visit www.LearningMarket.org and click on the “review Program” link for more information.

Registry Reviewer Qualifications

- Licensed CPA currently subject to state CPE requirements as defined by Board
- No record of Board disciplinary action or charges
- At least 5 years of experience in the specialty field (either as a practitioner or faculty).

www.nccpaboard.gov

NC Public Campaign Fund

The following information is printed as a courtesy to the State Board of Elections.

With tax season at hand, North Carolina licensees are reminded of their legal obligation to ask clients about a check-off designation for the North Carolina Public Campaign Fund (the Fund) on the North Carolina personal income tax form.

Established by NCGS 163-278.61, administered by the State Board of Elections, the Fund supports a nationally acclaimed program designed to improve how North Carolina voters elect judges for the North Carolina Supreme Court and Court of Appeals.

The Fund helps voters cast a more informed vote in these elections by paying for the creation of a non-partisan voter guide which describes the functions of the appellate court and profiles the candidates running for those offices.

The Fund also helps protect the impartiality of the courts by providing financial aid to candidates who accept restrictions on their spending and fund-raising, including limits on donations from lawyers and special-interest groups.

Pursuant to NCGS 105-159.2, “a taxpayer must be given the opportunity to indicate an agreement to that allocation...after being presented with the information required.”

To participate in the Fund, filers of North Carolina personal tax returns may designate \$3.00 to the Fund by checking a box on their personal tax returns. Taxpayers must be made aware that designating \$3.00 to the Fund does not increase the taxpayer’s tax due and does not reduce any refund due the taxpayer.

A paid tax preparer of an individual’s personal tax return may not mark an agreement or objection to the allocation without the taxpayer’s consent.

More information on the Fund is available from the State Board of Elections Campaign Finance Division.

Licensing Activity

Reinstatements

12/19/11	Jessica Liz Capitaine, #34110	Charlotte, NC
12/19/11	Marty Leigh Clyburn, #29175	Wilmington, NC
12/19/11	Jamie Michael Coffey, #29893	Mooresville, NC
12/19/11	Aletta Marie Lane, #29180	Winston-Salem, NC
12/19/11	Alan Joseph Minker, #26031	Durham, NC
12/19/11	Joanne B. Rees, #22206	Durham, NC

Reissuance

12/19/11	Thomas John Coughlin, #29207	High Point, NC
12/19/11	Richard Wayne Goodman, #23521	Richmond, NC
12/19/11	Jeffrey Clarence Hitzke, #21142	Elon, NC
12/19/11	Rachel Elizabeth Mason, #35072	Knightdale, NC
12/19/11	Thomas Clinton Shuford, #20791	Lawndale, NC

Retired

Retired, when used to refer to the status of a person, describes one possessing a North Carolina certificate of qualification who verifies to the Board that the applicant does not receive or intend to receive in the future any earned compensation for current personal services in any job whatsoever and will not return to active status. However, retired status does not preclude volunteer services for which the retired CPA receives no direct or indirect compensation so long as the retired CPA does not sign any documents, related to such services, as a CPA [21 NCAC 08A .0301(b)(33)].

12/19/11	Geoffrey R. Chatham, #20958	Columbia, SC
12/19/11	David Melville Evans, #26429	Sanford, NC
12/19/11	Judy K. Grubbs, #14049	Gibsonville, NC
12/19/11	Brenda Bonner Pate, #24368	Wake Forest, NC
12/19/11	Paul Lee Zink, #7800	Clemmons, NC

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2. Respondent must return her certificate to the Board with this signed Consent Order.
3. Respondent may apply for the reissuance of her certificate after one (1) year from the date the Board approves the Consent Order if Respondent's certificate and the civil penalty required in number five (5) of this Order have been received by the Board.
4. Respondent may apply to return her certificate to active status by submission and approval of a reissuance application which includes:
 - a. Application form,
 - b. Payment of the application fee,
 - c. Three (3) moral character affidavits, and
 - d. Forty (40) hours of CPE in the twelve (12) months preceding the application including the eight (8) hour accountancy law course as offered by the North Carolina Association of CPAs.
5. Respondent shall pay a one thousand dollar (\$1,000.00) civil penalty to be remitted to the Board prior to submitting any reissuance application.
6. Respondent agrees that failure to timely comply with any terms of this agreement and Consent Order shall be deemed sufficient grounds for revocation of her license.

Scott M. Arnold, #22547
Erie, PA 12/19/2011

THIS CAUSE, coming before the North Carolina State Board of CPA Examiners (Board) at its offices at 1101 Oberlin Road, Raleigh, Wake County, North Carolina, with a quorum present. Pursuant to N.C. Gen. Stat. § 150B-41, the Board and Respondent stipulate to the following:

1. Respondent is the holder of North Carolina certificate number 22547 as a Certified Public Accountant.
2. Respondent informed the Board on his 2010-11 individual certificate renewal (renewal) that he had obtained thirty-three (33) hours of continuing professional education (CPE) including nine (9) hours of carryforward,

had completed the annual ethics CPE course, and had completed at least eight (8) hours of non-self-study CPE to meet the 2009 CPE requirement.

3. Based on Respondent's representation, the Board accepted his renewal.
4. Board staff requested that Respondent provide certificates of completion for the CPE reported to meet his 2009 CPE requirement.
5. Respondent provided the CPE certificates of completion to the Board as requested. However, Respondent could only provide the certificate or certificates of completion needed to document seventeen (17) hours of CPE that Respondent claimed he earned between January 1, 2009, and June 30, 2010, as was reported on his renewal.
6. Respondent wishes to resolve this matter by consent and agrees that the Board staff and counsel may discuss this Consent Order with the Board *ex parte*, whether or not the Board accepts this Consent Order as written. Respondent understands and agrees that this Consent Order is subject to review and approval by the Board and is not effective until approved by the Board at a duly constituted Board Meeting.

BASED UPON THE FOREGOING, the Board makes the following Conclusions of Law:

1. Respondent is subject to the provisions of Chapter 93 of the North Carolina General Statutes (NCGS) and Title 21, Chapter 8 of the North Carolina Administrative Code (NCAC), including the Rules of Professional Ethics and Conduct promulgated and adopted therein by the Board.
2. Respondent's actions as set out above constitute violations of 21 NCAC 08N .0202(a), .0202(b)(3), .0202(b)(4), and .0203(b)(1).
3. Per N.C. Gen. Stat. §93-12(9) and also by virtue of Respondent's consent to this order, Respondent is subject to the discipline set forth below.

BASED ON THE FOREGOING and in lieu of further proceedings, the Board and Respondent agree to the following Order:

1. Respondent's application for renewal is deemed insufficient and untimely under N.C. Gen. Stat. § 150B-3(a). Hence, his certificate is automatically forfeited pursuant to N.C. Gen. Stat. § 93-12(8b).
2. Respondent must return his certificate to the Board with this signed Consent Order.
3. Respondent may not apply for the reissuance of his certificate for at least one (1) year from the date the Board receives Respondent's forfeited certificate and until the civil penalty required in number five (5) of this Order has been paid by Respondent.
4. Respondent may apply to return his certificate to active status by submission and approval of a reissuance application which includes:
 - a. Application form,
 - b. Payment of the application fee,
 - c. Three (3) moral character affidavits, and
 - d. Fifty-four (54) hours of CPE, of which fourteen (14) of these hours shall be in the group-study format, in the twelve (12) months preceding the application including an eight (8) hour accountancy law course as offered by the North Carolina Association of CPAs in a group study format.
5. Respondent shall pay a one thousand (\$1,000.00) civil penalty to be remitted to the Board within six (6) months of the date this signed Order is accepted by the Board.
6. Respondent agrees that failure to timely comply with any terms of this agreement and consent order shall be deemed sufficient grounds for revocation of his license.

Comment or Question about the Activity Review?

Do you have a comment or question about information published in the *Activity Review*? Do you have a suggestion for an article?

We welcome your comments and suggestions; send us an email at lhearn@nccpaboard.gov or rbrooks@nccpaboard.gov.

Changes in Board Staff

Congratulations to Paulette Martin on her retirement from the Board. She joined the Board staff as the Professional Standards Specialist in June 2005.

Although we will miss Ms. Martin, we wish her the best as she pursues her interest in photography and as she spends time with her family.

In related news, Mary Beth Britt has been promoted to Professional Standards Specialist. She joined the Board staff as the Professional Standards Assistant in August 2005.

Adrienne Trainor has been hired to fill the position of Professional Standards Assistant. Ms. Trainor joined the Board staff earlier this month.

Comfort Letters

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If the CPA takes the time to explain to the lender what is involved in presenting a comfort letter in light of professional standards and the related cost to the applicant of issuing any attestation letter, the lender may be convinced to withdraw its request for a comfort letter.

As an alternative, the CPA may offer to send a copy (with the client's written authorization) of the client's tax forms directly to the lender with a simple cover page stating, "Please find attached the tax forms I prepared for Client for the past two years."

Sometimes the broker does not want the tax forms in the application file because the forms do not provide enough information or may provide information that might cause the loan to be rejected.

Another option is to provide the lender with a CPA letter that basically makes no assurances, thereby limiting the CPA's liability. The letter merely says that the CPA prepared the tax forms and that the lender should not construe the letter to be an audited CPA representation.

Although from a risk management perspective it is preferable to avoid confirming any client information to a lender or broker, a CPA, not wanting to alienate or offend a client, may be tempted to send off a quick letter to the lender confirming that the client is self-employed, or retired, or earning a living from the activities addressed on the tax return.

The CPA should be careful about sending such a letter. Does the CPA really know everything that is occurring with that client? Does the client have other activities on the side that the CPA is not aware of and that conflict with the information on the tax forms? A CPA is certain about what he or she puts on tax forms. Saying anything else in the letter advances the tax engagement to a new level.

The CPA may want to consult with his or her professional liability insurer (or legal counsel) regarding the issuance of comfort letters. One insurer has warned that attesting to client information outside of the scope of an audit or attestation services engagement may be construed as a violation of professional standards and have licensure implications. Another insurer offered an example of how a CPA was sued by a lender alleging negligent misrepresentation of a client's finances and loss prevention tips. Some insurers have standard letters that a CPA may use when responding to a request for a comfort letter.

When asked to provide a comfort letter for a client, a CPA can best avoid risk by sticking to the professional standards and not caving in to pressure from a client or lender. While clients need to have the flexibility to obtain credit, the responsibility for underwriting the loan lies with the lender, not the CPA.

The Candidate Corner: Information for Exam Candidates

18-Month Window

21 NCAC 08F .0105, *Conditioning Requirements*, states that a candidate shall obtain a passing grade on all sections of the Examination within an 18-month period.

In addition, credit awarded by the Board for passage of a section of the Examination is valid for an 18-month period beginning on the date the Exam section is taken.

For example, if a candidate sits for his or her first section of the Exam on January 25, 2012, the 18-month period starts that day, *not* the day the candidate receives his or her score notice.

Assuming that the candidate passes that first section of the Exam on the first try, he or she must sit for and pass the remaining three sections of the Exam within 18 months of January 25, 2012.

If you have questions regarding the conditioning requirement, please contact Phyllis Elliott by email at phyllise@nccpaboard.gov or contact Mike Barham by email at mbarham@nccpaboard.gov.

Reprint Your NTS

NASBA offers candidates the ability to reprint open Notices to Schedule using the link, <https://ncd.nasba.org/gwprdv2/servlet/hgwcnr01>. Please note that previously attended or expired NTSs are not available for reprint.

Save Your NTS for Online Score Retrieval

Effective with the fourth testing window of 2011, North Carolina Exam candidates began receiving their score notices online through the NASBA Gateway, www.nasba.org/exams/cpaexam.

To use the Gateway for score retrieval, a candidate must enter his or her section ID, date of birth, and the section attendance date (the date Exam section was taken). The section ID and section ID are on the Notice to Schedule (NTS) so be sure to keep a copy of your NTS.

Fee Receipts

The Board does not provide receipts for Exam fees. Please keep a copy of your application and your check or credit card authorization as proof of payment.

AICPA Launches Peer Review Mentor Program

On November 1, 2011, the AICPA Peer Review team launched the Mentor Program, a new option for initial team captain qualification.

The Mentor Program allows a potential team captain (Mentee) to forgo the second day of the restructured "how to" course in favor of significant participation as a team member in a system review.

Significant participation is obtained when an approved and qualified team captain (Mentor) oversees a Mentee while they perform virtually all team captain responsibilities.

Qualified team captains may now submit requests for pre-approval by completing the Mentor Approval Request.

The AICPA encourages highly-qualified team captains with proficient knowledge and expertise in the Peer Review Standards and Interpretations to apply.

For more information, visit the Mentor Program page on AICPA.org.

2012 Board Meetings

- February 20
- March 21*
- April 24
- May 21
- June 21**
- July 23
- August 20
- September 24
- October 18
- November 26
- December 17

Unless otherwise noted, meetings are held at the Board office at 1101 Oberlin Road, Raleigh, and begin at 10:00 a.m.

Meetings of the Board are open to the public except, when under State law, some portions may be closed to the public.

*1:00 p.m.

**Greensboro

Inactive Status

"Inactive," when used to refer to the status of a person, describes one who has requested inactive status and been approved by the Board and who does not use the title "certified public accountant" nor does he or she allow anyone to refer to him or her as a "certified public accountant," and neither he nor she nor anyone else refers to him or her in any representation as described in 21 NCAC 08A .0308(b) [21 NCAC 08A .0301(b)(21)].

10/13/11	Vincent Cusack, #18393	Richmond, VA
10/13/11	Carl Donnell Davis, #13684	Concord, NC
10/13/11	Christy Brown Helton, #34390	Murphy, NC
10/13/11	Lindsay Anne Kellam, #32492	Charlotte, NC
10/14/11	Douglas S. Flynn, #13420	Winston-Salem, NC
10/20/11	Elizabeth McCulloch Varner, #34243	Greensboro, NC
10/21/11	Rebecca Hargrave Fullton, #16441	Lewisville, NC
10/31/11	Thomas Patrick Dunleavy, #26697	Blue Island, IL
10/31/11	William Larry Elliott, #2237	Burlington, NC
10/31/11	Jennifer Brum Grammer, #29745	Matthews, NC
10/31/11	H. Cameron Keith, Jr., #11666	Wadesboro, NC
10/31/11	Dean Kenneth Whitener, #30731	Clemson, SC
11/01/11	Hannah Leroux Barber, #35375	Demorest, GA
11/01/11	Thomas Ladd Painter, #6817	Asheville, NC
11/01/11	Elizabeth Crabtree Smolski, #33033	Eugene, OR
11/10/11	Glenn Thomas Hough, Jr., #36135	Charlotte, NC
11/15/11	John Elliott Morgan, Jr., #9243	Wake Forest, NC
11/17/11	Richard Allan Roscher, #14062	Wilmington, NC
11/22/11	Robbie Keith Barnhill, #20603	Rocky Mount, NC
11/22/11	Betsy S. Granacher, #16148	St. Augustine, FL
11/22/11	Kristy Bishop McClure, #24511	Raleigh, NC
11/29/11	Garrett Jay Hansen, #35302	Folsom, CA
11/29/11	Melissa Lofton Miller, #25198	Charlotte, NC
12/01/11	Kathryn Edwards Clarke, #32417	Cary, NC
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