



North Carolina State Board of Certified Public Accountant Examiners

REGISTRATION OF AN INDIVIDUAL PRACTITIONER

21 NCAC 08J .0108 requires all CPA firms to register with the Board and re-register annually in accordance with NCGS 93-12(8a) and 21 NCAC 08J and 08K. There is no fee for registering as an individual practitioner.

Pursuant to 21 NCAC 08N .0306(c), the firm's name on letterhead, contracts, engagement letters, tax returns, and all professional services reports must match exactly the firm's name as registered with the Board, and if applicable, the NC Department of Secretary of State.

To register an individual practitioner firm, fill in the fields below and submit the completed form to the Board by mail or email (cemery@nccpaboard.gov).

CPA Firm Name: _____

Supervising CPA's Full Name: _____

Supervising CPA's NC CPA Certificate No.: _____

Supervising CPA's Email Address: _____

CPA Firm's Mailing Address: _____

City, State & ZIP: _____

CPA Firm's Physical Address: _____

City, State & ZIP: _____

CPA Firm's Phone Number: _____

CPA Firm's Website Address: _____

Signature of Supervising CPA

Date

KEEP A COPY OF THIS DOCUMENT FOR YOUR RECORDS.