

## INTERNATIONAL PRACTICAL EXPERIENCE

### **VERIFICATION AND EMPLOYER DETAILS**

The information requested in this form is required in order to assess international accounting practical experience. Candidates are responsible for completing this form and forwarding it to the employer for which verification of qualifying experience is being sought.

Please ensure a separate form is complete for each employer.

1 Candidate Information				
Name in full				
	First name	Middle name(s)	Last name	
Previous name(s) (if applicable)				
2 Employer Detai	ils			
Employer Name				
Postal Address				
City		Province/State		
Postal/Zip Code		Country		

3 Nature of Business						
Public accounting – Make select	ion(s) that best describe the nature	of practice conducted by this firm				
Assurance engagements	Taxation	Compilation	Internal Audit			
Business Advisory	Business Valuation	Forensic /Litigation support	Insolvency			
System Management	Mergers/Aquisitions	Actuarial Services	SOX services			
Non-public accounting — Make s	election(s) that best describe the na	ture of practice conducted by this en	nployer			
Financial Services	Manufacturing	Natural Resources	Retail			
Technology	Real Estate/Construction	Other (please describe)				
Please provide examples of major	r clients, customers or recipients of	the products or services				

# 4 Corporate Structure and Size Size of business or practice Size of business or practice Total number of staff Number of partners/owners Corporate structure – Make selection(s) that best describe the corporate structure Por profit corporation For profit corporation Not-for-profit corporation Partnership Proprietorship Publicly listed Publicly traded

Other information or description of place of corporate structure or practice.

#### 5 Candidate's Employment Details

Employment Commenced:	Employment Ended:		Full-time Part-time	% of week
Extended leave or absence (in e	excess of 8 weeks per annum:	Yes No		
		If yes, total working day	s absent	
	position held by the candidate and th ple, indicate if the applicant was a se			erall management or
Seniorit Leve		Held positio	n From To	
2. Title/Position Held				
Seniorit Leve		Held positio	n From To	
Use additional paper as required				

#### 6 Public Accounting Practice Only – Chargeable Hours

If the employer is a public accounting firm, please complete this section as it directly relates to the chargeable hours obtained by the candidate while employed with the firm. Chargeable hours are defined as:

Hours accumulated while providing services in the practice of public accounting and are normally chargeable to clients. Chargeable hours do not include "work of a routine or clerical nature."

Chargeable hours obtained by the candidate during the duration of employment in the following areas:

Assurance excluding audit hours
Audit

Taxation

Other

Total

#### 7 Candidate's Technical Competencies

For this section, please identify the level of proficiency which best shows the level of work you completed with this employer.

Levels of proficiency for qualifying practical experience are identified at three levels. Candidates would not typically have obtained all competencies at a level 2 proficiency a variety of proficiency is normal. You should not report in all 20 subcompetency areas; only those relevant to your international experience obtained at this employer.

Level 0 Experience that is at an administrative or clerical level.

- Level 1 Experience that is at the professional level but lower than that expected of a newly certified CPA. This can include experience with tasks that are routine in nature, of a low level of complexity, and/or are executed with little autonomy. Little difficulty is associated with a small number of straightforward and frequently encountered issues; may achieve competency relying on a routine approach. Works under supervision.
- Level 2 The experience level expected of a newly certified CPA. This can include experiences with tasks that are non-routine in nature and a combination of low-to-moderate complexity with high level autonomy or high level of complexity with low autonomy. Medium to considerable difficulty is associated with a number of variables and circumstances that must be considered simultaneously; circumstances may be less clear and often requires approaches that are not practiced frequently. Works independently.

For each competency assessed as Level 1 or 2, describe the work experience evidence that supports the development of this competency sub area.

#### Please note ONLY provide additional information for those competency areas you have developed at this employer.

For additional information and illustrative examples of each of the competency and subcompetency areas please refer to the <u>CPA profession's practical experience self-assessment tool</u>. (For the French version, click Français in the upper left corner of the tool.) In this tool, click and the right side of a field for the additional information and examples.

Please complete the following by identifying the appropriate level of work completed with this employer and specifics about your previous position that supports the level assessed.

FINANCIAL REPORTING			
Competency sub-area	Competency Statements for LEVEL 2 Proficiency	Competency Statements for LEVEL 1 Proficiency	Competency Statements for LEVEL O Proficiency
1. Financial Reporting Needs and Systems	Identify and analyze financial reporting information required by various stakeholders, including regulatory requirements (can include specialized financial reporting requirements); plus (a) Evaluate the appropriateness of the basis of financial reporting; or (b) Evaluate reporting processes to support reliable financial reporting	<ul> <li><i>Explain</i> the financial reporting information required by various stakeholders, including regulatory requirements (can include specialized financial reporting requirements); plus</li> <li>(a) <i>Analyze</i> the appropriateness of the basis of financial reporting; or</li> <li>(b) <i>Analyze</i> reporting systems, data requirements or business processes to support reliable financial reporting</li> </ul>	Use the accounting system to process transactions and/or generate reports. Verify mathematical accuracy of financial information (sub- totals, totals). Perform simple reconciliations.
Level Obtained			
Describe the work experience evidence that supports the development of this competency sub area, if reported at level 1 or 2		1	1
2. Accounting Policies and Transactions	Evaluate appropriate accounting policies and procedures; or Evaluate treatment for routine and non-routine transactions; or Research and analyze treatment for complex events/transactions.	<b>Research</b> the appropriate accounting policies and procedures (or explains the basis in which they were selected and applied to an organization); or <b>Research and analyze</b> treatment for routine transactions.	Record accounting entries for rountine transactions. Rollforward provisions from prior years.
Level Obtained			
Describe the work experience evidence that supports the development of this competency sub area, if reported at level 1 or 2			
3. Financial Report Preparation	<i>Analyze or prepare</i> financial statements, including note disclosures.	<i>Explain</i> financial statements, including note disclosures	Verify mathematical accuracy of the financial statements and note disclosures.
Level Obtained			
Describe the work experience evidence that supports the development of this competency sub area, if reported at level 1 or 2		·	

FINANCIAL REPORTING				
Competency sub-area	Competency Statements for LEVEL 2 Proficiency	Competency Statements for LEVEL 1 Proficiency	Competency Statements for LEVEL 0 Proficiency	
<i>4. Financial Statement</i> <i>Analyses</i>	<ul> <li>Analyze or prepare management communication (e.g., MD&amp;A), or</li> <li>Analyze or prepare financial reporting results for stakeholders (internal or external), or</li> <li>Analyze or estimate the impact of strategic, and operational decision on financial results (external or internal).</li> </ul>	<ul> <li><i>Explain</i> the management communication (e.g., MD&amp;A), or</li> <li><i>Explain</i> financial reporting results for stakeholders (external or internal), or</li> <li><i>Explain</i> the impact of strategic and operational decision on financial results (external or internal).</li> </ul>	Calculate ratios and/or % changes in account balances.	
Level Obtained				
Describe the work experience evidence that supports the development of this competency sub area, if reported at level 1 or 2				

AUDIT & ASSURANCE				
Competency sub-area	Competency Statements for LEVEL 2 Proficiency	Competency Statements for LEVEL 1 Proficiency	Competency Statements for LEVEL 0 Proficiency	
1. Internal control	<i>Evaluate</i> the entity's risk assessment processes; or <i>Evaluate</i> the information system and processes, using knowledge of data requirements and risk exposures.	Analyze or prepare the entity's risk assessment processes; or Analyze the information system and processes, using knowledge of data requirements and risk exposures	Verify mathematical accuracy of the financial statements and note disclosures.	
Level Obtained				
Describe the work experience evidence that supports the development of this competency sub area, if reported at level 1 or 2		·		

AUDIT & ASSURANCE			
Competency sub-area	Competency Statements for LEVEL 2 Proficiency	Competency Statements for LEVEL 1 Proficiency	Competency Statements for LEVEL 0 Proficiency
2. Internal audit or external assurance requirements, basis and risk assessment	Analyze an entity's assurance needs, plus Basis: Analyze which set of criteria to apply to the subject matter being evaluated, or analyze which standards/guidelines to apply based on the nature and expectations of the assurance engagement/project, plus	<ul> <li><i>Explain</i> an entity's assurance needs, plus</li> <li>Basis: <i>Explain</i> which set of criteria to apply to the subject matter being evaluated, or <i>explain</i> which standards/guidelines to apply based on the nature and expectations of the assurance engagement/ project, plus</li> </ul>	Assemble information about the business (external), or department (internal).
	<b>Risk assessment:</b> <i>Evaluate</i> issues related to the undertaking of the engagement or project, or <i>evaluate</i> materiality for the assurance engagement/ project, or evaluate the risks of the project (for audit engagements, <i>evaluate</i> the risks of material misstatement at the financial statement level and at the assertion level for classes of transactions, account balances, and disclosures).	Risk assessment: Explain issues related to the undertaking of the engagement or project, explain and calculate materiality for the assurance engagement/ project, or explain the risks of the project (for audit engagements, explain the risks of material misstatement at the financial statement level and at the assertion level for classes of transactions, account balances, and disclosures).	
Level Obtained			
Describe the work experience evidence that supports the development of this competency sub area, if reported at level 1 or 2			

AUDIT & ASSURANCE				
Competency sub-area	Competency Statements for LEVEL 2 Proficiency	Competency Statements for LEVEL 1 Proficiency	Competency Statements for LEVEL O Proficiency	
3. Internal audit projects or external assurance engagements	Work plan: Evaluate or develop appropriate procedures, considering the use of data analytics, based on the identified risk of material misstatement, analyze or perform the work plan, evaluate the evidence and results of analysis, documents the work performed and its results, plus Draw conclusions, communicate results, and contribute to a report for stakeholders, using data visualization where appropriate.	Work plan: Analyze or perform the work plan on less complex/riskier areas, evaluate the evidence and results of analysis, documents the work performed and its results, plus Draw conclusion, communicate results, and contribute to a report for stakeholders, using data visualization where appropriate.	Compile planning documentation. Coordinate third party confirmations; identify outstanding items.	
Level Obtained				
Describe the work experience evidence that supports the development of this competency sub area, if reported at level 1 or 2				

FINANCE				
Competency sub-area	Competency Statements for LEVEL 2 Proficiency	Competency Statements for LEVEL 1 Proficiency	Competency Statements for LEVEL 0 Proficiency	
1. Financial analysis & planning	<b>Evaluate</b> the entity's financial state, including an assessment of reporting systems, data quality and the analytical models used to support financial analysis and decision-making; or <b>Evaluate</b> financial proposals and financing plans including an assessment of reporting systems, data quality and the analytical models used to support financial analysis and decision-making	<i>Analyze</i> the entity's financial state, or <i>Analyze or prepare</i> financial proposals and financing plans	Perform calculations to support analysis (ratios and/ or % changes in account balances).	
Level Obtained				
Describe the work experience evidence that supports the development of this competency sub area, if reported at level 1 or 2			·	

FINANCE			
Competency sub-area	Competency Statements for LEVEL 2 Proficiency	Competency Statements for LEVEL 1 Proficiency	Competency Statements for LEVEL 0 Proficiency
2. Treasury management	<ul> <li>Analyze the entity's cash flow and working capital, plus</li> <li>Evaluate the entity's investment portfolio, or</li> <li>Evaluate sources of financing and decisions affecting capital structure, or</li> <li>Evaluate the entity's cost of capital, or</li> <li>Evaluate decisions related to distribution of profits</li> </ul>	<ul> <li>Explain and calculate the entity's cash flow and working capital, plus</li> <li>Analyze or research the entity's investment portfolio (less complex), or</li> <li>Analyze or research sources of financing and decisions affecting capital structure, or</li> <li>Analyze or research the entity's cost of capital, or</li> <li>Analyze or research decisions related to distribution of profits</li> </ul>	Record investment/FX transactions based on confirmations; update market values from thirdparty sources, if applicable. Reconcile differences between records and thirdparty statements.
Level Obtained Describe the work experience evidence that supports the development of this competency sub area, if reported at level 1 or 2			
3. Capital budgeting Valuation Corporate finance	Analyze or prepare financial models or business plans as part of or in addition to: Evaluate capital budgeting processes and decisions, or Evaluate the value of a tangible asset or analyze/ estimate the value of an intangible asset, or Analyze or estimate the value of a business, or Evaluate financial risk management policies, or Analyze the use of derivatives as a form of financial risk management, or Evaluate the purchase, expansion or sale of a business, or Evaluate a financially troubled entity.	Analyze or prepare information to aid in the capital budgeting processes and related decisions, or Analyze or estimate the value of a tangible asset, or Explain and calculate value of a business, or Explain financial risk management policies, or Explain the use of derivatives as a form of financial risk management, or Analyze the purchase, expansion or sale of a business, or Analyze possible solutions to aid a financially troubled entity.	Coordinate the capital budgeting process. Calculate market value of publicly-traded security. Calculate/collect multiples for market-based valuations.
Level Obtained Describe the work experience evidence that supports the development of this competency sub area, if reported at level 1 or 2			

ΤΑΧΑΤΙΟΝ			
Competency sub-area	Competency Statements for LEVEL 2 Proficiency	Competency Statements for LEVEL 1 Proficiency	Competency Statements for LEVEL O Proficiency
1. Income tax legislation and research	<i>Research and analyze</i> treatment for transactions/ events, <b>plus</b> Draw conclusion and communicate results.	<i>Explain</i> the relevant section of the Income Tax Act, tax conventions and/or treaties, as it relates to specific transactions/ events.	Assemble information for tax return and explains required information. Use tax software to process corporate tax returns. Prepare schedule of due dates.
Level Obtained			
Describe the work experience evidence that supports the development of this competency sub area, if reported at level 1 or 2			1
2. Tax compliance: corporate or personal	<i>Analyze</i> the relevant tax issues, <b>plus</b> <i>Analyze or prepare</i> a tax return	<i>Explain</i> the relevant tax issues, <b>plus</b> <i>Explain</i> tax return or analyze or prepare information to support the preparation of the tax return.	Assemble information for tax return and explains required information. Use tax software to process corporate tax returns. Prepare schedule of due dates.
Level Obtained			
Describe the work experience evidence that supports the development of this competency sub area, if reported at level 1 or 2			1
3. Tax planning: corporate or personal	Analyze specific tax- planning opportunities for individuals or corporations, and applicable GST implications, such as: (a) income tax implications of death of an individual (b) compensation planning between shareholders and a corporation, or (c) purchase and sale of a corporation.	<b>Explain and calculate</b> specific tax-planning opportunities for individuals or corporations, and applicable GST implications, such as: (a) income tax implications of death of an individual (b) compensation planning between shareholders and a corporation, or (c) purchase and sale of a corporation.	Use information prepared internally/externally to explain changes arising from Federal or Provincial budgets. Use tax software to calculate pro-forma taxes payable under various tax planning opportunties.
Level Obtained			
Describe the work experience evidence that supports the development of this competency sub area, if reported at level 1 or 2			

STRATEGY & GOVERNANCE				
Competency sub-area	Competency Statements for LEVEL 2 Proficiency	Competency Statements for LEVEL 1 Proficiency	Competency Statements for LEVEL O Proficiency	
1. Governance Mission, vision, values & mandate	<ul> <li>Analyze the entity's strategic objectives and evaluate related performance measures, or</li> <li>Evaluate the entity's internal and external environment and analyze its impact on strategy development; analyze strategic alternatives, or</li> <li>Analyze the key operational issues including the use of information assets and analyzes alignment with strategy.</li> </ul>	<ul> <li><i>Explain</i> the entity's strategic objectives and <i>analyze</i> related performance measures, or</li> <li><i>Analyze</i> the entity's internal and external environment and <i>explain</i> its impact on strategy development; <i>explain</i> strategic alternatives, or</li> <li><i>Explain</i> the key operational issues including the use of information assets and analyzes alignment with strategy.</li> </ul>	Describe the entity's governance policies, processes, and/or code.	
Level Obtained				
Describe the work experience evidence that supports the development of this competency sub area, if reported at level 1 or 2				
2. Strategy development/ implementation	<ul> <li>Analyze the entity's strategic objectives and evaluate related performance measures, or</li> <li>Evaluate the entity's internal and external environment and analyze its impact on strategy development; analyze strategic alternatives, or</li> <li>Analyze the key operational issues and analyzes alignment with strategy.</li> </ul>	<ul> <li><i>Explain</i> the entity's strategic objectives and analyze related performance measures, or</li> <li><i>Analyze</i> the entity's internal and external environment and <i>explain</i> its impact on strategy development; explain strategic alternatives, or</li> <li><i>Explain</i> the key operational issues and explains the alignment with strategy</li> </ul>	Explain the entity's strategic objectives. Collect information on the entity's internal and external environment.	
Level Obtained				
Describe the work experience evidence that supports the development of this competency sub area, if reported at level 1 or 2				

STRATEGY & GOVERNANCE			
Competency sub-area	Competency Statements for LEVEL 2 Proficiency	Competency Statements for LEVEL 1 Proficiency	Competency Statements for LEVEL O Proficiency
3. Enterprise risk management	<ul> <li>Evaluate components of an effective risk management program and evaluate its impact on shareholder value, or</li> <li>Evaluate the impact of IT/IS risks on enterprise risk and recommend appropriate risk management strategies</li> </ul>	Analyze or research components of a risk management program and analyze its impact on shareholder value, or Analyze the impact of IT/IS risks on enterprise risk and recommend appropriate risk management strategies	Record risk responses.
Level Obtained			
Describe the work experience evidence that supports the development of this competency sub area, if reported at level 1 or 2			

MANAGEMENT ACCOUNTING			
Competency sub-area	Competency Statements for LEVEL 2 Proficiency	Competency Statements for LEVEL 1 Proficiency	Competency Statements for LEVEL 0 Proficiency
1. Management reporting needs and systems	<i>Analyze</i> management information requirements, plus	<i>Explain</i> management information requirements, plus	Use existing information systems to generate management reports.
	Evaluate business processes, systems and data requirements and evaluate or recommend improvements to meet information needs, plus Analyze ethical and privacy issues related to information technology and its use.	<ul> <li>Analyze business processes, systems and data requirements and analyze potential improvements to meet information needs, plus</li> <li>Explain ethical and privacy issues related to information technology and its use.</li> </ul>	Recognize ethical and privacy issues related to information technology.
Level Obtained			
Describe the work experience evidence that supports the development of this competency sub area, if reported at level 1 or 2			

MANAGEMENT ACCOUNTING			
Competency sub-area	Competency Statements for LEVEL 2 Proficiency	Competency Statements for LEVEL 1 Proficiency	Competency Statements for LEVEL 0 Proficiency
2. Planning, budgeting and forecasting	<i>Evaluate</i> information inputs (including assumptions) for operational plans, budgets and forecasts, <b>and</b> <i>Analyze</i> operational plans, budgets, and forecasts, <b>and</b> <i>Analyze</i> implications of variances	Analyze or prepare information inputs for operational plans, budgets and forecasts, and Prepare operational plans, budgets, and forecasts, and Explain and calculate variances	Verify mathematical accuracy of plans, budgets and/or forecasts.
Level Obtained			
Describe the work experience evidence that supports the development of this competency sub area, if reported at level 1 or 2			<u>.</u>
3. Cost / revenue / profitability management	Cost management: Apply appropriate cost classifications and costing methods for management of ongoing operations, and apply cost management techniques appropriate for specific decisions, and evaluate and recommend either: (a) change identified by applying process improvement methodologies or (b) cost management improvements across the entity; or Revenue management: evaluate sources and drivers of revenue growth; or Profitability management: analyze sensitivity analysis, evaluate sustainable profit maximization and capacity management performance.	Cost management: Explain the appropriate cost classifications and costing methods for management of ongoing operations, explain cost management techniques appropriate for specific decisions, and analyze potential changes identified by applying process improvement methodologies; or Revenue management: analyze or prepare information to understand the sources/drivers of revenue growth; or Profitability management: explain and calculate the sensitivity analysis, and analyze alternatives for sustainable profit maximization/capacity management performance.	Collect information to assist with cost, revenue or profitability management.
Level Obtained			
Describe the work experience evidence that supports the development of this competency sub area, if reported at level 1 or 2			·

MANAGEMENT ACCOUNTING			
Competency sub-area	Competency Statements for LEVEL 2 Proficiency	Competency Statements for LEVEL 1 Proficiency	Competency Statements for LEVEL 0 Proficiency
4. Organizational / individual performance measurement	<ul> <li>Evaluate root causes of performance issues through one of:</li> <li>Analyze the implications of management incentive schemes and employee compensation methods, or</li> <li>Evaluate performance using accepted frameworks or KPIs, or</li> <li>Evaluate performance of responsibility centers</li> </ul>	<ul> <li>Analyze possible root causes of performance issues, through one of:</li> <li>Explain the implications of management incentive schemes and employee compensation methods, or</li> <li>Analyze performance using accepted frameworks or KPIs; or</li> <li>Analyze performance of responsibility centers.</li> </ul>	Calculate/prepare performance scorecard/ KPI based on information supplied by units.
Level Obtained			
Describe the work experience evidence that supports the development of this competency sub area, if reported at level 1 or 2		·	·

#### 8 Candidate's Declaration

I affirm that the information I have provided in this document is true and accurately reflects the work that I completed with this employer.

Signature

Date

#### 9 Third-Party Declaration

The third-party verifier must be a person to whom the candidate directly reported or was otherwise directly accountable in the candidate's carrying out of his or her responsibilities or in the performance of his or her job functions described on this experience verification form. If the person to whom the candidate directly reported or was directly accountable is no longer available to provide the verification, such verification may be made by

• a person who is currently an appropriately senior manager, executive, officer, partner or director of the place of employment, or

• a person who is in a management, executive or oversight role with the professional services practice,

#### AND

- has personal knowledge of the candidate having held the position(s) reported on this form and the candidate's having held the responsibilities carried out or performed the functions indicated for such position(s), or
- has access to the applicable records or documentation of the place of employment or practice and has verified following review or inspection of such records that the candidate held the position(s) reported on this form and carried out the responsibilities or performed the functions reported on this form.

Name in full				
	First name	Middle name(s)	Last name	
Email				
Designation held (e.g. CPA, CMA, CGA, CA)	Membership no.	Country of De	signation	
Relationship to Candidate	Direct Supervisor	Other (please describe)		
Position/Title				
Comments: (Please identify any concerns or inconsistencies in the information provided by the candidate.)				
I declare I have an arm's length relationship with the candidate (am not a family member) and that the information on this form is an appropriate representation of the work done by the candidate with our company with any exceptions made in the above comments section.				
	Signature		Date	

#### **10 Third-Party Verification**

Where the candidate may, due to severe personal circumstances (such as in the case of a political refugee) be unable to secure third party verification, the candidate may (in lieu of such verification) provide an affidavit sworn before a notary public attesting to the truthfulness and accuracy of the information provided in this international practical experience verification form. Otherwise all reasonable efforts must be made to have the appropriate third party verification provided.

**AFFIDAVIT** – to be signed before a Notary Public

#### Due to severe personal circumstances, I,

am unable to secure third party verification of the information contained within this *International Practical Experience Verification* document. Accordingly, I have completed the information to the best of my ability and truthfully. I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the Canada Evidence Act.

Declared before me at the City of

, this

day of

in the province/state of

Signature of Candidate

Signed and sealed

A commissioner for oaths or notary public in and for the Province of

#### 11 Next Steps (For Employer)

Submit the completed *International Practical Experience Verification and Employer Details (IPEV)* form to the appropriate provincial/regional CPA body. This form must be official, and therefore <u>cannot</u> be submitted by the candidate.

Contact the provincial/regional CPA body in which you want to apply to obtain details relating to your application.

Chartered Professional Accountants of Alberta 1900 TD Tower 10088 - 102 Avenue Edmonton, Alberta T5J 2Z1 Toll free: +1 780.424.7391 Fax: +1 780.425.8766 Email: info@cpaalberta.ca Web site: www.cpaalberta.ca

Chartered Professional Accountants of Bermuda Penboss Building, 50 Parliament Street Hamilton HM 12, Bermuda P.O. Box HM 1625, Hamilton HM GX, Bermuda Phone: +1 441.292.7479 Fax: +1 441.295.3121 Email: info@cpabermuda.bm Web site: www.cpabermuda.bm

Chartered Professional Accountants of British Columbia 800 - 555 West Hastings Street Vancouver, British Columbia V6B 4N6 Phone: +1 604.872.7222 Fax: +1 604.681.1523 Email: <u>members@bccpa.ca</u> Web site: <u>www.bccpa.ca</u>

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Chartered Professional Accountants of New Brunswick 602 - 860 Main Street Moncton, New Brunswick E1C 1G2 Phone: +1 506.830.3300 Fax: +1 506.830.3310 Email: info@cpanewbrunswick.ca Web site: www.cpanewbrunswick.ca

Chartered Professional Accountants of Newfoundland and Labrador 500 - 95 Bonaventure Avenue Suite 500 St. John's, Newfoundland A1B 2X5 Phone: +1 709.753.3090 Fax: +1 709.753.3609 Web site: www.cpanl.ca

Chartered Professional Accountants of the Northwest Territories and Nunavut Phone: +1 867.873.5020 Fax: +1 867.873.4469 Email: <u>admin@cpa-nwt-nu.org</u> Chartered Professional Accountants of Nova Scotia 300 - 1871 Hollis Street RBC Waterside Centre Halifax, Nova Scotia B3J 0C3 Phone: +1 902.425.7273 Fax: +1 902.423.4505 Email: registrations@cpans.ca Web site: www.cpans.ca

Chartered Professional Accountants of Ontario 69 Bloor Street East Toronto, Ontario M4W 1B3 Phone: +1 416.962.1841 Toll free: 1 800.387.0735 Fax: +1 (416) 962.8900 E-mail: <u>ITAregistration@cpaontario.ca</u> Web site: <u>www.cpaontario.ca</u>

Chartered Professional Accountants of Prince Edward Island 600 – 97 Queen Street P.O. Box 301 Charlottetown, Prince Edward Island C1A 7K7 Phone: +1 902.894.4290 Fax: +1 902.894.4791 Email: info@cpapei.ca Web site: www.cpapei.ca

Ordre des comptables professionnels agréés du Québec 5, Place Ville Marie, bureau 800 Montréal (Québec) H3B 2G2 Phone: +1 514.288.3256 ext. 2601 Toll free: 1 800.363.4688 Fax: +1 514.843.8375 Email : equivalence@cpaquebec.ca Web site: www.cpaquebec.ca

Chartered Professional Accountants of Saskatchewan 101 – 4581 Parliament Avenue Regina, Saskatchewan S4W 0G3 Phone: +1 306.359.0272 Toll free: 1 800.667.3535 Fax: +1 306.347.8580 Email: <u>registrar@cpask.ca</u> Web site: <u>www.cpask.ca</u>

Chartered Professional Accountants of Yukon c/o The Chartered Professional Accountants of British Columbia 800 - 555 West Hastings Street Vancouver, British Columbia V6B 4N6 Phone: +1 604.872.7222 Fax: +1 604.681.1523 Email: members@bccpa.ca Web site: www.bccpa.ca