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## President's Message



Manuel Ramirez, CPA  
*President*

## A Call to Action

*A*s the 2010 busy season comes to an end, I am urging each and every one of you to respond to a call to public involvement. If you do not get involved, don't be surprised if laws are passed which affect the practice of accountancy with which you may or may not necessarily agree. For example, at this time the CBA is considering how "complaints and accusations" against CPAs are to be treated as part of its obligation to protect consumers. The CBA has always been committed to ensuring that consumers and licensees are given an opportunity to be heard and given fair and impartial due process. Wouldn't you like your opinion on this matter considered?

At this writing, the Department of Consumer Affairs has drafted a memo requiring the CBA to post the full accusations against CPAs on the Internet. Currently, the CBA posts a summary of any formal accusations against a licensee, and the full text is available to anyone who specifically requests it. This protects the consumer and provides the licensee with due process. The CBA is also reviewing SB1111 as we anticipate a similar bill could be introduced which affects the profession and which addresses "accusations" as well.

*(Please see President's Message, continued to page 2)*

# Update

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In addition to SB1111, we are reviewing 19 bills, each having varying degrees of impact on our profession. I would invite you to review what our legislature is proposing in these bills, and to express your opinion at our next CBA meeting.

As our elected representatives debate the current financial crisis, think for a moment the impact a few outspoken CPAs might make. How about the impact of 50 CPAs at the state legislature? How often have you put together a balanced budget for a client or your own firm? Could these skills be put to use on a larger scale for the benefit of the community at large? If not you, then who?

My friends, if I may recommend, please start by getting involved in your own profession. We rotate our meetings throughout the state in order to encourage participation. You simply need to show up, listen to the numerous bills being presented and express your respected opinion.

If that's not practical for you at this time, you'll be pleased to know that CBA meetings are now webcast live on the Internet. Simply log onto our Web site to watch our next scheduled CBA meeting. I appreciate the opportunity to be of service and look forward to seeing you at our next CBA meeting.

Manuel J. Ramirez, CPA, MST, DABFA  
President, California Board of Accountancy

#### **CBA Members**

Manuel Ramirez, CPA, President  
Sarah Anderson, CPA, Vice President  
Marshal A. Oldman, Esq., Secretary/Treasurer  
Diana L. Bell  
The Honorable Rudy Bermúdez  
Michelle R. Brough, Esq.  
Angela Chi, CPA  
Donald A. Driftmier, CPA  
Herschel T. Elkins, Esq.  
Louise Kirkbride  
Leslie J. LaManna, CPA  
Robert Petersen, CPA  
David L. Swartz, CPA  
Lenora Taylor, Esq.  
Andrea Valdez, Esq.

Patti Bowers, Executive Officer  
Dan Rich, Assistant Executive Officer  
Rafael Ixta, Enforcement Chief  
Deanne Pearce, Licensing Chief  
Lauren Hersh, *Update* Managing Editor  
Terri Dobson, *Update* Design and Production

#### **Committee Chairs**

Enforcement Advisory Committee, Harish Khanna, CPA  
Qualifications Committee, Fausto Hinojosa, CPA

## Under the Dome

Every year, the California Board of Accountancy (CBA) tracks legislation that will have an impact on its functions, upon consumers of accountancy services, or upon its licensees. Last year was a very busy year that saw two major changes—the passage of mandatory peer review and the pending elimination of Pathway 1 as an option for licensure.

This year, there are no bills that have been introduced thus far that will directly impact consumers of accountancy services or the CBA's licensees. However, the CBA is still tracking 19 bills that could have an impact on the way the CBA functions internally. These bills will do things like change the regulatory process and alter the sunset review process through which the CBA is reviewed by the Legislature.

The CBA will continue to monitor these bills and will stay alert for any bills which may affect its licensees or consumers of accountancy services. ❖

## Contributors to this Edition of

### *Update*

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## Executive Officer's Message

The Executive Officer's Message is a new feature for *Update*, and in it I'm hoping to share with you some of what goes on behind the scenes at CBA's headquarters in Sacramento.

It is no secret that we are living in fiscally trying times. Most everyone is sharing the pain to one extent or another, and the CBA is certainly no exception. That said, some of the most challenging times are ones that afford us the greatest opportunities, if we only take the time to think creatively.

In an effort to tap into the wealth of creativity I am certain the CBA staff possesses, last October I challenged our employees to respond to what I called "Quarterly Themes." The idea was to have a theme for each quarter of the year, and staff would be encouraged to come up with creative ideas which reflected that theme to implement in the office. The themes are:

- January-March: Reducing Waste and Saving Money
- April-June: Working Smarter, Not Harder
- July-September: Enhancing Customer Service
- October-December: Staff/Co-worker Appreciation

As I write this, staff is focused on reducing waste at the office, and saving money for CBA. From electronically disseminating public meeting materials via the CBA Web site to securing meeting locations available free of charge, staff have been both creative and practical in finding ways to reduce waste and save money.

One team of staff in particular impressed all of us with ideas they put into place immediately. The SMILE Team, comprised of staff from the Initial Licensing Unit, downsized approval packets sent to new licensees by switching from a large manila envelope containing a printed Licensee Handbook to a standard letter which directs applicants to the CBA Web site and the online Licensee Handbook. Savings from this one change has been \$244.67 a month.

Most of all, I'm proud to say that CBA staff have risen to the challenge, creating solutions that enhance the stewardship of both our and your resources.

Patti Bowers  
Executive Officer

### **Policy of Nondiscrimination on the Basis of Disability and Equal Employment Opportunity**

The California Board of Accountancy does not discriminate on the basis of disability in employment or in the admission and access to its programs and activities.

An Americans with Disabilities Act (ADA) coordinator has been designated to coordinate and carry out this agency's compliance with the nondiscrimination requirements of Title II of the ADA. Information concerning the provisions of the ADA, and the rights provided thereunder, is available from:

ADA Coordinator  
California Board of Accountancy  
2000 Evergreen Street, Suite 250  
Sacramento, California 95815-3832

## Quality... Commitment... Results. Appointment Opportunities to the CBA's Advisory Committees

The CBA is actively recruiting licensees with diversified backgrounds who have the technical skills, the interest, and the commitment to serve on one of the CBA's advisory committees. Being a committee member is an opportunity to actively participate in the regulation of the accountancy profession and become an integral part of an organization charged with providing consumer protection amidst changing consumer demographics and the evolving nature of the profession. Your service benefits both the consumer and the profession.

Committee appointments are for a term of two years; appointed individuals may serve a maximum of four terms. All applicants requesting appointment to a CBA advisory committee must be actively licensed to practice public accounting for a minimum of two years prior to the appointment and, if appointed, must maintain an active license status during tenure on the committee. There must also be no pending enforcement actions against the licensee. Candidates will also be reviewed for any results of Qualifications Committee work paper and continuing education reviews.

The CBA is currently accepting applications for the Enforcement Advisory Committee (EAC), the Qualifications Committee (QC), and the newly established Peer Review Oversight Committee (PROC).

The EAC assists the CBA in an advisory capacity with enforcement activities. The committee monitors enforcement investigations, conducts investigative hearings, and may recommend a course of action upon the conclusion of investigations. The committee also considers, formulates and proposes policies and procedures related to the CBA's Enforcement Program. This committee is limited by statute to a membership of 13 licensees and meets four to five times a year, generally for one-day meetings, alternating between a northern and southern California city.

The QC assists the CBA in its licensure activities by reviewing the experience of applicants for licensure and making recommendations to the CBA. This responsibility includes conducting work paper reviews, with the applicant or the employer present, to verify that the responses provided are reflective of the requisite experience for licensure. This committee is limited by statute to a membership of 16 licensees who have expertise in the preparation of audit and review reports. The committee meets four to five times a year, generally for one-day meetings, alternating between a northern and southern California city.

The PROC assists the CBA in oversight of the newly established Peer Review Program. The purpose of the PROC is to engender confidence in the California Peer Review Program by performing oversight of the program and providing recommendations to the CBA on the effectiveness and continued reliance of the program. The committee is limited by statute to a membership of seven licensees.

If membership in a CBA committee interests you, please submit a letter of intent with a resume or curriculum vitae (CV), including your CPA license number to:

Patti Bowers, Executive Officer  
California Board of Accountancy  
2000 Evergreen Street, Suite 250  
Sacramento, CA 95815-3832

As an alternative, you may submit your letter of intent and resume or CV as attachments via e-mail directly to [pbowers@cba.ca.gov](mailto:pbowers@cba.ca.gov). Please do not submit any documents with macros.

For the EAC and QC, the committee chair will interview qualified applicants and make recommendations for appointments to the Vice President of the CBA. For the PROC, the President and Vice President of the CBA will interview qualified applicants and make recommendations to the CBA.

Committee members receive a per diem of \$100 for each day spent in the discharge of official duties and are reimbursed under state policies for travel and other expenses incurred in the performance of committee duties.

If you have additional questions about committee responsibilities, committee member qualifications, or the appointment process, please telephone Patti Bowers, Executive Officer of the CBA at (916) 561-1718 or email her at [pbowers@cba.ca.gov](mailto:pbowers@cba.ca.gov). ❖

## CPAs.... Not Sure Whom to Contact When You Need Help?

Confused about the new continuing education (CE) regulations? Wonder if you are subject to peer review? Not sure what CE requirements are due? Or just need another license renewal application? The Renewal and Continuing Competency (RCC) Unit is here to answer your questions and assist you in the license renewal process.

Comprised of nine dedicated employees, the RCC Unit's primary function is to serve and assist licensees with the license renewal process. Annually, the RCC Unit processes license renewal applications for approximately 35,000 CPAs/PAs, Accountancy Corporations, and Accountancy Partnerships.

In addition to the license renewal process, we also handle on your behalf processing refunds due to overpayment of fees, changes of address, CE extension/exemption requests, license status conversions, and other administrative duties.

As the RCC Unit is one of the CBA's key units to receive contact from licensees, we strive to respond to all calls live. As this is not always possible, staff make every effort to return voicemails and e-mails within 24 hours. RCC staff is ready to assist you and may be reached by telephone at (916) 561-1702 or by email at [renewalinfo@cba.ca.gov](mailto:renewalinfo@cba.ca.gov). ❖

## Changes in CPA/PA Continuing Education Requirements

*A* Are you up-to-date on the new continuing education (CE) requirements? Don't be caught short. Make sure you are aware of the new CE requirements which became effective January 1, 2010.

If you are renewing your license in an active status, you are now required to complete four hours of ethics education during each license renewal period. In addition, a two-hour Board-approved Regulatory Review course is required every six years. Beginning January 1, 2012, you must document completion of a minimum of 20 hours of CE, with a minimum of 12 hours in technical subject matter, in each year of the two-year licensure period. Please plan your CE courses for 2010 and 2011 accordingly.

To further illustrate how these changes may affect your license renewal, please review the common license renewal questions and scenarios below.

### **I am due to renew my license. Am I required to complete an ethics education course for this renewal period?**

Yes, every time you are renewing your license in an active status, you are required to complete four hours of ethics education as part of the required 80 hours of CE.

### **Does the ethics education course need to be Board-approved?**

No. You may select the ethics education course of your choosing as long as the course subject matter pertains to the following:

- A review of nationally recognized codes of conduct emphasizing how the codes relate to professional responsibilities.
- Case-based instruction focusing on real-life situational learning.
- Ethical dilemmas facing the accounting profession.
- Business ethics, ethical sensitivity, and consumer expectations.

### **I want to take a self-study ethics education course. Are there any special requirements?**

Yes. You must ensure the self-study course you select requires a 90 percent pass rate on the final exam. It is in your interest to contact the course provider to verify the final exam pass rate prior to enrolling in any self-study ethics education course.

### **Am I still required to take a Professional Conduct & Ethics (PC&E) course?**

The PC&E requirement was discontinued December 31, 2009 and replaced with the two-hour Board-approved Regulatory Review requirement. What previously was your PC&E due date is now your Regulatory Review course due date.

### **I was due to take a PC&E course for my next license renewal. What am I now required to complete?**

You are now required to complete a two-hour Board-approved Regulatory Review course. You may continue to claim CE credit earned for the completion of an eight-hour Board-approved PC&E course to fulfill the Regulatory Review course requirement (while also fulfilling your four-hour ethics education requirement), provided the course is completed prior to January 1, 2011 and reported to CBA prior to January 1, 2012.

### **How will I know when I need to complete a Regulatory Review course?**

The two-hour Board-approved Regulatory Review course is required every six years. If it has been more than six years since you last completed a Board-approved PC&E course and you intend to renew your license in an active status, then you are due to complete a Board-approved Regulatory Review course. You can find the due date printed at the top of your license renewal application next to your license expiration date.

### **Am I required to complete a certain number of CE hours in each year of my two-year licensure period?**

Yes. Effective January 1, 2012, if you are renewing your license in an active status, you will need to show that you completed a minimum of 20 hours of CE, with a minimum of 12 hours in technical subject matter, each year of the two-year licensure period. The yearly minimum CE requirement is part of the required 80 hours of CE. It is important that you start planning your CE now for your 2012 license renewal period.

### **My license has lapsed and now I want to renew in an active status. What CE is required and when does it need to be completed?**

You will need to complete a minimum of 80 hours of CE, including four hours of ethics education, within 24 months of submitting your license renewal application. If more than six years have passed since you completed a PC&E course, you will be required to complete a two-hour Board-approved Regulatory Review course as part of the required 80 hours of CE. You may claim CE credit earned for the completion of an eight-hour Board-approved PC&E course to fulfill the ethics education and/or the Regulatory Review course requirement, provided the course is completed prior to January 1, 2011 and reported to the CBA prior to January 1, 2012.

### **My license is presently in an inactive status. What is required to change my license to an active status?**

You have two options for changing your license from an inactive status to an active status. You may wait until you receive your license renewal application and select the option to renew active or you may complete a license status conversion form at any time prior to your license expiration date.

Regardless of which option you choose, the CE requirements are the same. You will need to complete a minimum of 80 hours of CE, including four hours of ethics education during the 24-month period immediately preceding your license expiration date or status conversion. A minimum of 20 of the total 80 hours must be completed in the one-year period immediately preceding the time of renewal, including 12 hours in technical subject matter. In addition, if more than six years have elapsed since you last completed a Board-approved PC&E course, you must complete a two-hour Board-approved Regulatory Review Course.

The difference between these two options comes after your license has been changed to an active status. Since a license status conversion is completed prior to your license expiration date, you will have a prorated CE requirement for your next license renewal. You will be required to complete 20 hours of CE for each full six-month period from the date your license became active to your license expiration date. If you complete a license status conversion less than six months prior to your license expiration date, you will not be required to complete any CE for your next license renewal.

For additional information, please visit our new Web page specific to CE information, which can be found on the CBA Web site at [www.cba.ca.gov](http://www.cba.ca.gov), or you may contact the Renewal and Continuing Competency Unit by telephone at (916) 561-1702 or by e-mail at [renewalinfo@cba.ca.gov](mailto:renewalinfo@cba.ca.gov). ❖

## What You May Not Know About Peer Review

Mandatory peer review took effect January 1, 2010. For many firms, the institution of peer review will have only a minor impact as they already participate in the American Institute of Certified Public Accountants (AICPA) Peer Review Program. For the rest, however, the CBA understands that the new peer review requirement will have a greater impact and may even seem like a daunting process. It is our hope that the information provided in this article will ease your transition into peer review.

You may be surprised to learn that all firms will have a peer review reporting requirement and that peer review information will not be required at the time of license renewal. Rest assured, if you are not subject to peer review your reporting requirement will be quick and easy. The CBA is diligently working to create two options for reporting peer review information. The first is a database that will be accessible on-line where you can login and report the results of your peer review. The second is a peer review reporting form, which will be mailed to your address of record prior to your reporting due date, for those of you who prefer to report peer review information via hard copy. If you do not perform any services that would make you subject to peer review, you will simply check the appropriate box on-line or on the reporting form and submit it to the CBA.

Under the new law all firms performing accounting and auditing services using generally accepted accounting principles (GAAP) and generally accepted auditing standards (GAAS) must undergo a peer review, administered by a Board-recognized peer review program provider. The initial reporting requirement will be phased-in over a three-year period based on the last two digits of your firm license number or, for a sole proprietor, the last two digits of your CPA license number. The initial reporting dates will be as follows: license number ending in 01-33 due by July 1, 2011, license number ending in 34-66 due by July 1, 2012, and license number ending in 67-00 due by July 1, 2013. You will then be required to report peer review information every three years thereafter.

Presently, the only Board-recognized peer review program provider is the AICPA Peer Review Program. The AICPA relies on administering entities, generally state CPA societies, to administer its program nationally. In California, the administering entity is the California Society of Certified Public Accountants (CalCPA). You will be required to enroll with the Board-recognized peer review program provider and the provider will assist you in preparing for a peer review, selecting a peer reviewer, and ensuring the peer review is completed timely. If your firm is licensed in another state where you are also required to undergo peer review using the AICPA Peer Review Program, there is no need to undergo a second peer review. You may report the results of the peer review performed in another state so long as it was performed within three years of your reporting due date using the AICPA Peer Review Program.

If you have questions regarding the peer review process or the administrative aspects of enrolling in a peer review program, please contact the CalCPA at (650) 802-2486 or the AICPA at (919) 402-4502. If you have questions regarding your reporting requirements or need assistance in determining if you are subject to peer review, please contact the CBA Renewal and Continuing Competency Unit by telephone at (916) 561-1702 or by e-mail at [renewalinfo@cba.ca.gov](mailto:renewalinfo@cba.ca.gov). ❖

## Continuing Education Helps CPAs Reach for the SSARS

New SSARS includes the most significant changes to Compilation and Review Standards in more than 30 years.

Continuing education offers an excellent opportunity to stay current on standards. A new Statement on Standards for Accounting and Review Services, SSARS No. 19, *Compilation and Review Engagements*, is for compilations and reviews of financial statements for periods ending on or after December 15, 2010. The changes include a requirement that an accountant document the establishment of an understanding with management through an engagement letter, regarding the services to be performed. The new standard also establishes enhanced documentation requirements for compilation and review engagements. If you are a licensee performing compilation and/or review services, plan now to take continuing education courses that will bring you up to date on the new SSARS. ❖

### By the Numbers

- 17,308 CPAllicenses renewed.
- 700 Deficiencies found in CPA renewal applications.
- 3,261 First-time applications processed for the Uniform CPA Examination.
- 692 Requests processed for certified CBA records.
- 337 Complaints received and opened.
- <30 Days it takes the CBA to process an application for an initial license.

1<sup>st</sup> & 2<sup>nd</sup> quarters, FY 2009/2010

## The Evolution of the Uniform CPA Examination – CBT-e

Beginning January 1, 2011, the American Institute of Certified Public Accountants (AICPA) will be launching changes to the Uniform CPA Examination (CPA Exam), which are being referred to as CBT-e. The changes to the CPA Exam are a direct result of the AICPA's 2008 practice analysis of the CPA Exam. A practice analysis is used to ensure the validity of the examination.

Significant changes to the CPA Exam being made by the AICPA include:

- Change in the examination section structure, section time allocations, and the percentage value of examination components.
- New question formats will be introduced.
- New content and skill specifications will go into effect, including testing of International Financial Reporting Standards.

Information regarding the changes to the CPA Exam is available on the Uniform CPA Examination page maintained by the AICPA at [www.cpa-exam.org](http://www.cpa-exam.org). This includes the new content and skill specifications that will be tested under CBT-e. The document *Content and Skill Specifications for the Uniform CPA Examination* is available on the Web site and not only provides the content candidates will be tested on in the four sections of the CPA Exam under CBT-e, but also includes reference documents for each section.

Up-to-date information regarding the transition to CBT-e will be posted to the Uniform CPA Examination Web site at [www.cpa-exam.org](http://www.cpa-exam.org). Candidates are encouraged to periodically visit the page. ❖

## Have a Knack for Teaching?

*Why not become a Regulatory Review course provider?*

The new Regulatory Review course requirement became effective January 1, 2010. The course is to be two hours in length, and must include a review of recent and historic disciplinary actions taken by the CBA, as well as other course requirements outlined in Section 87.9 of the CBA Regulations. If you might be interested in becoming a Regulatory Review course provider and would like more information, please contact the Renewal and Continuing Competency Unit by telephone at (916) 561-1702 or by e-mail at [renewalinfo@cba.ca.gov](mailto:renewalinfo@cba.ca.gov).

## Avoid A Possible Break In Practice Rights and A \$100 Delinquency Fee

Although by law you have the option to renew your license up to the last day of your licensure period, it may be in your interest to submit your license renewal application prior to your license expiration date. Early submission can give you the peace of mind to know that you have allowed sufficient processing time to ensure your license is renewed prior to your current license expiration date. Approximately six weeks after your license renewal application is received by the CBA, you will receive a pocket ID card reflecting your new license expiration date.

Although you may submit your completed license renewal application at any time after receipt, it must be postmarked no later than your license expiration date in order to be deemed timely and avoid the assessment of a \$100 delinquency fee. The only exception is when your license expiration date falls on a Sunday or any holiday observed by the U.S. Postal Service. In these instances your license renewal application must be postmarked the following business day.

## "Protect the Value of Your License - Report Unlicensed Activity"

You've worked hard to earn your CPA license and the respect that goes with it. Help keep this valuable license from exploitation by reporting unlicensed activities. Unlicensed individuals or firms that falsely advertise or provide public accounting services should be reported to the California Board of Accountancy (CBA) Enforcement Division at (916) 561-1729 or complete the user-friendly complaint form on CBA's website at [www.cba.ca.gov](http://www.cba.ca.gov).

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## Pathway to Licensure

Last October, Governor Arnold Schwarzenegger signed Senate Bill 819 (SB 819) into law. Various provisions of this law affect many of California's professional boards and bureaus, including the CBA. The portion related to the CBA is described below.

The CBA currently has two pathways to become licensed as a Certified Public Accountant.

- Pathway 1 requires a baccalaureate degree, including specified core courses, and two years of general accounting experience.
- Pathway 2 requires a baccalaureate degree, including specified core courses, a total of 150 semester units of education, and one year of general accounting experience.

SB 819 makes Pathway 1 inoperative as of January 1, 2014, and, from that date forward, requires that the 150 semester units of education required by Pathway 2 also include 10 semester units of ethics study and 20 additional semester units of accounting study.

SB 819 created two new committees to assist the CBA in developing regulations to define the new accounting and ethics study requirements for licensure.

The Ethics Curriculum Committee (ECC) will be composed of 11 members. The committee will recommend guidelines for the 10 semester units of ethics study to the CBA by June 1, 2012. The law requires the CBA to adopt those recommendations by January 31, 2013. The ECC membership is appointed by various state bodies, including one appointee by the CBA. Once a sufficient number of members have been appointed, the ECC will begin holding quarterly meetings until its work is complete.

The Accounting Education Committee (AEC) will be composed of nine members appointed by the CBA and will recommend guidelines for the 20 additional units of accounting study. The CBA must adopt guidelines for the accounting study requirement by January 1, 2012. The AEC held its first meeting April 8, 2010, and will continue to meet at least quarterly until its work is complete. ❖

## Thanks for the Advice

You may notice a slight difference in the look of this issue's Enforcement Actions. We received a comment from one of our readers suggesting that we might be able to save space if the Enforcement Actions were arranged horizontally, rather than the vertical columns used in the past. We took the advice and gained a full page of space. We also think it looks better. What do you think? ❖

## Live Webcasts Bring CBA Meetings to You

Perhaps you have an interest in an issue that affects the CPA profession, or are curious about how the regulatory process works. Maybe you'd like to see how decisions that affect your profession are made. Before January 2010, seeing the CBA in action meant time away from the office and possible travel. That, however, is no longer the case.

Since January, the CBA has been making its meetings available to the public via live webcast, making it possible for busy professionals to log on and bring the CBA meeting to their desk. By checking the CBA agenda, which is also posted on the CBA Web site, you'll know approximately when to log on to the webcast in order to view portions of the meeting that may be of particular interest.

While CBA meetings are always open to the public, the webcasts were instituted in 2010 in an effort to increase government transparency. It has the added benefit of convenience for those who may have wanted to attend a meeting but can't get away. The CBA is hopeful that accounting students and professors will also take advantage of the new "window" into the issues and the deliberations that are part of the regulatory process.

If you haven't yet viewed a live webcast, check it out at [www.cba.ca.gov](http://www.cba.ca.gov). ❖

### Future Meetings

#### July 28, 2010

CBA and Committee Meetings  
Holiday Inn Express  
2224 Auburn Boulevard  
Sacramento, California 95821  
(916) 923-1100

#### July 29, 2010

Qualifications Committee Meeting  
CBA Office  
2000 Evergreen Street, Ste. 250  
Sacramento, California 95815  
(916) 263-3680

#### August 5, 2010

Enforcement Advisory Committee Meeting  
The Courtyard by Marriott Sacramento Cal Expo  
1782 Tribute Road  
Sacramento, California 95815  
(916) 642-1111

#### September 23-24, 2010

CBA and Committee Meetings  
Southern California

#### October 20, 2010

Qualifications Committee Meeting  
Southern California

#### November 4, 2010

Enforcement Advisory Committee Meeting  
The Sheraton Fairplex  
601 W. McKinley Avenue  
Pomona, California 91768  
(909) 622-2220

#### November 18-19, 2010

CBA and Committee Meetings  
Northern California

CBA and committee meetings are open to the public. Consumers, licensees and all interested persons are encouraged to attend. As meeting locations become known, they will be posted on the CBA's Web site at [www.cba.ca.gov](http://www.cba.ca.gov) and also are available by telephoning the CBA's office at (916) 263-3680.

Public notices and agendas are posted to the Web site at least 10 days prior to meetings.

All meetings are available to the public via live webcast at [www.cba.ca.gov](http://www.cba.ca.gov).

## Planning Strategically

In business, the creation of a business plan is a critical tool for success. But what does the CBA use to plan for success?

In 2009, a Strategic Plan Task Force, comprised of CBA members and staff, joined together to create a new strategic plan for the CBA. The strategic plan is a critical tool in helping the CBA determine where it's going, how it's going to get there, and how it will know when it got there. After many brainstorming sessions and meetings to fine-tune the new "roadmap", the result is the 2010-2012 Strategic Plan, which incorporates a new Mission, Vision, Goals and Objectives for the CBA.

First, you may find it helpful to know our Mission and Vision, i.e., the reason we do what we do.

### *Our Mission:*

To protect consumers by ensuring only qualified licensees practice public accountancy in accordance with established professional standards.

### *Our Vision:*

All consumers are well informed and receive quality accounting services from licensees they can trust.

How we complete our mission and attain our vision happens through very concrete goals and objectives. The 2010-2012 Strategic Plan contains nine goals and 45 objectives, developed to enable the CBA to meet its statutory mandate that protection of the public shall be its highest priority in exercising its licensing, regulatory, and disciplinary functions.

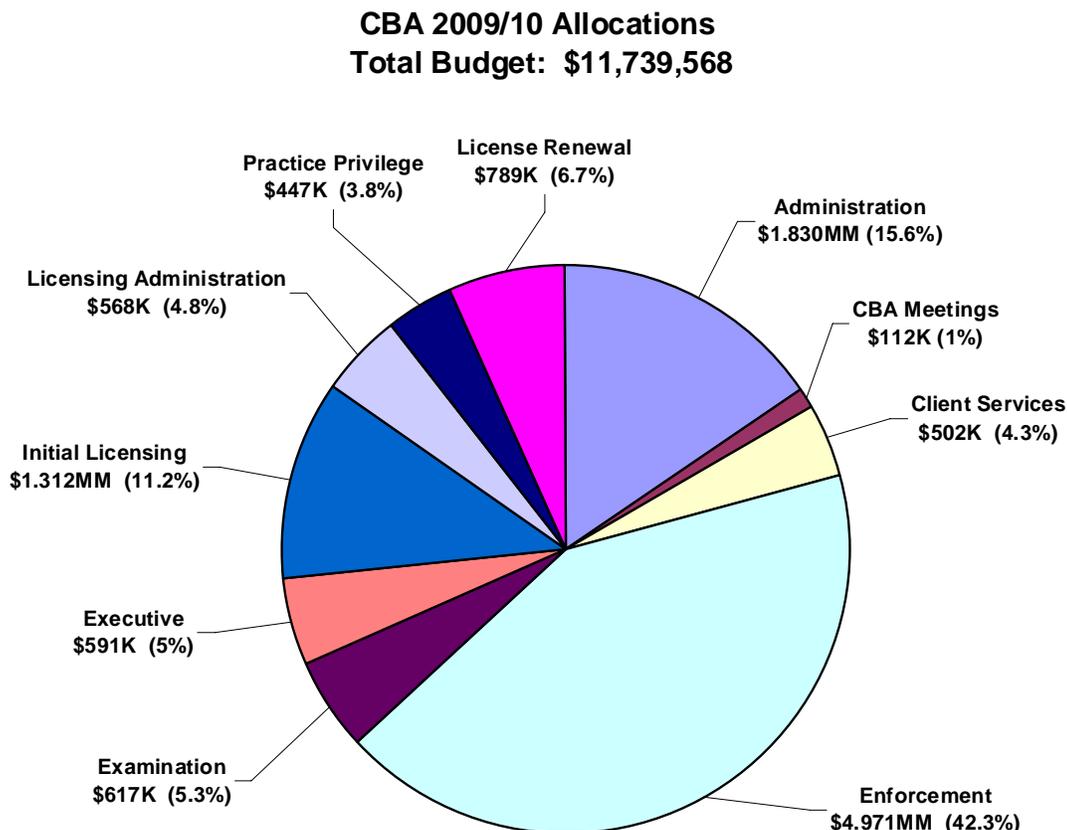
### *Our Goals:*

1. Pursue an active, effective, and efficient Enforcement Program to maximize consumer protection.
2. Deliver the highest level of customer service.
3. Enhance examination, licensure, license renewal, and practice privilege processes.
4. Provide and maintain effective and timely outreach to all CBA stakeholders.
5. Maintain an active presence and leadership role that efficiently leverages the CBA's position of regulatory influence.
6. Enhance internal processes to deliver responsive, effective, and innovative services to maximize limited resources.
7. Promote licensee competency.
8. Improve efficiency and information security through use of existing and emerging technologies.
9. Promote staff development and retention.

In an environment of both fiscal and staffing restraints, the CBA recognizes that realizing these goals will be a challenge. Nonetheless, this action-oriented plan is focused on consumer protection, customer service, and ensuring the CBA is responsive to the needs of our many stakeholders. After all, what we do reflects who we are. ❖

## Where the Money Goes ... Making Sense of \$\$\$

The CBA attains its consumer protection goals and strives to provide excellent customer service to its licensees and prospective licensees, by strategically allocating available resources to various business functions focused on achieving specific stakeholder needs. The pie chart below shows the various organizational units comprising the CBA and the funding allocated to each of these units during fiscal year 2009-10.



Periodically, the CBA hears from licensees about budgeting, expenditures and Accountancy Fund reserve issues. We received one letter last year which contained a number of specific questions representative of several inquiries received in the past. Given the stakeholder interest in CBA financial matters, we thought we'd include some excerpts from our response to this letter in hopes of answering questions you, or other stakeholders, may have.

### ***Why the CBA budgets as if we are going to break even.***

In actuality, the process for determining the amount of revenues the CBA will receive each year, and the outgoing expenditures are largely unrelated. Outgoing expenditures are built on budgeted (not actual) expenditure levels from the prior year that have been adjusted to account for program changes and administrative adjustments approved or ordered by the Department of Finance. Revenue levels reflected in the CBA's budget are built on statutory or regulatory fee levels that exist when the budget is being prepared combined with statistical projections that staff develop based on historical trends, in such areas as the anticipated number of Uniform CPA Examination candidates, the number of individuals/firms that will apply for a license and the number of licensees or firms that will renew their license in a given year.

It is true, however, that the CBA generally sets fees at levels that will provide adequate funds to cover budgeted expenditures. In a sense, this is a mandated requirement given that all CBA operations must be “funded” through self-generated revenues flowing into the Accountancy Fund.

However, it is also true that while in some years projected revenues and budgeted expenditures closely correlate to each other, in other years a significant variance might exist. In actuality, it is a “manufactured variance” that the CBA uses at times to reduce the reserve levels in the Accountancy Fund to mandated levels. For example, in the late 1990s the projected revenue stream was purposefully constricted when the CBA set fees, through a regulatory change, at a level substantially below projected expenditures with a goal of reducing the Accountancy Fund reserve to mandated levels. This strategy is reflected on pages SCS 7 and SCS 8 in the 1999-00 Governor’s Budget, which reflects CBA anticipated expenditures for fiscal year 1990-00 of \$9,409,000 while projected revenues total only \$4,726,000.

***CBA shows surpluses each year and surplus is taken away by the State of California.***

The situation to which you refer is tied to the specific expenditure authority contained in the CBA budget that enables the Enforcement Program to pursue major cases. In some years the amount budgeted for enforcement activities is insufficient – in fiscal years 1999-00 and 2000-01 the CBA not only fully expended its budget, but also had to file for deficiency spending authority with the Department of Finance.

However, in many years, in which limited major case expenditures are evidenced, the CBA has unexpended budget authority remaining at the end of the year, which reverts to the Accountancy Fund. We are aware of only four occasions that the State of California has ever borrowed a portion of the Accountancy Fund reserves due to statewide fiscal problems. One of these loans was subsequently repaid, and we have no reason to believe that the remaining three loans, made in 2002, 2003 and 2008 will not also be repaid. (You might be interested to know that the loan that was repaid is reflected as a \$5,039,000 transfer in the Fund Condition Statement for fiscal year 1998-99 on page SCS 8 of the 1999-00 Governor’s Budget.)

***Detailed explanation for the discrepancies between the budgeting process and actual expenditures and surpluses.***

Should you desire more information than we have provided in this letter, we would refer you to the State Administrative Manual (SAM) section 6000 that provides extensive information regarding the budgeting process in the State of California. You might find SAM Sections 6110 – 6150, which discuss the budget process in general, particularly helpful. However, the entirety of SAM Section 6000 will likely provide you with answers to any and all questions you might have about the budgeting process underpinning State of California expenditures. The SAM Manual can be referenced online at <http://sam.dgs.ca.gov/TOC/default.htm>. ❖

**Information**

Each issue of *Update* contains important information about the public accounting profession, including proposed new regulatory language, notices of hearings on proposed regulation changes, and CBA and committee meetings. For your convenience, all issues of *Update* for the past seven years also are posted on the CBA’s Web site at [www.cba.ca.gov](http://www.cba.ca.gov).

## What is an Exposure Draft?

Exposure Drafts are issued any time a person, corporation, association, or government entity is requesting input on a particular idea or regulatory change. The presenting entity crafts a draft report of some kind, and presents it for “exposure” to the general public, members of a particular organization, or other national organizations. Exposure Drafts are often posted to a regulatory authority’s Web site in order to generate constructive criticism from anyone who chooses to reply.

All Exposure Drafts feature a comment period in which respondents may answer. The amount of time each draft is open for comment varies, and it is important to remember that any responses received after the comment date may not be considered. Most major regulatory entities associated with the practice of public accountancy produce Exposure Drafts and post them to their Web site, including:

- **The American Institute of Certified Public Accountants**  
*<http://www.aicpa.org/Professional+Resources/Exposure+Drafts/>*
- **The Financial Auditing Standards Board**  
*<http://www.fasb.org/draft/index.shtml>*
- **The Governmental Accounting Standards Board**  
*<http://www.gasb.org/exp/exdfpg.html>*
- **The International Accounting Standards Board**  
*<http://www.iasb.org/Open+to+Comment/International+Accounting+Standards+Board+-+Open+to+Comment.htm>*
- **The International Federation of Accountants**  
*<http://www.ifac.org/Guidance/EXD-Outstanding.php>*
- **The Public Company Accounting Oversight Board**  
*<http://pcaobus.org/Standards/Pages/CurrentStatus.aspx>*
- **The Securities and Exchange Commission**  
*<http://www.sec.gov/rules/proposed.shtml>*

All CBA licensees are encouraged to respond to Exposure Drafts. It is one of the ways that you, as an accountant, may have your voice heard and may very well impact the adoption of a particular idea or regulation. ❖

## What is the “Blue Book?”

Known as the “Blue Book” for the color of its hardcopy cover, this volume is a collection of laws and rules applicable to the CBA and the profession. The Accountancy Act, the CBA Regulations, and other related California codes are compiled and published for the benefit of the CBA and anyone interested in viewing them.

The Blue Book was recently updated and is current as of January 1, 2010. Some of these recent changes include the addition of mandatory peer review to the Accountancy Act and the CBA Regulations as well as the newly updated rules for continuing education. If you are interested, the contents of the Blue Book can be found on the CBA Web site at *[http://www.dca.ca.gov/cba/laws\\_and\\_rules](http://www.dca.ca.gov/cba/laws_and_rules)*. ❖

# Alphabet Soup

While acronyms are often a welcome substitute for very long names, just as often the jumble of letters can be confusing. Here at the CBA, we have our own “Alphabet Soup.” Below is a brief guide to the various committees under the jurisdiction of the CBA.

## **AEC - Accounting Education Committee**

The AEC is made up of nine CBA appointees who are experts in accounting education. This temporary committee is responsible for crafting regulations to define the 20 semester units of accounting education required in Business and Professions Code §5094(b).

## **CPC - Committee on Professional Conduct**

The CPC is made up of CBA members. This committee is responsible for considering and developing recommendations on issues that apply to the practice of public accountancy and affect consumers. It also considers and proposes policies and procedures related to emerging and unresolved issues and reviews selected exposure drafts and develops recommendations to present to the CBA.

## **EAC - Enforcement Advisory Committee**

The EAC is made up of 13 CBA appointees who are CPAs. The purpose of this committee is to assist the CBA on enforcement matters by serving in a technical advisory capacity to the Enforcement Program and to advise the CBA by formulating and proposing policies and procedures for the Enforcement Program.

## **ECC- Ethics Curriculum Committee**

The ECC is made up of 11 appointees. One is appointed by the CBA; the other ten are appointed by other government entities. This temporary committee is responsible for crafting regulations to define the 10 semester units of ethics education required in Business and Professions Code §5094(b).

## **EPOC - Enforcement Program Oversight Committee**

The EPOC is made up of CBA members. This committee is responsible for reviewing policy issues related to the Enforcement Program and overseeing the program’s compliance with CBA policies by way of performing periodic internal audits.

## **LC - Legislative Committee**

The LC is made up of CBA members. This committee is responsible for reviewing, recommending, and advancing legislation relating to the practice of public accountancy.

## **PROC - Peer Review Oversight Committee**

The PROC is made up of seven CBA appointees who are CPAs. The purpose of the PROC is to engender confidence in the California Peer Review Program by performing oversight of the program and providing recommendations to the CBA on the effectiveness of the program and continued reliance on it.

## **QC - Qualifications Committee**

The QC is made up of 16 CBA appointees who are CPAs. The purpose of this committee is to assist the CBA in its licensure activities by conducting work paper reviews of experience and interviewing employers under Rule 69 of the CBA Regulations. ❖

## Things to Know... Franchise Tax Board Requests for Out-of-State Licensee Tax Return

Do you presently live and work out of state, but continue to maintain an active California CPA license? The CBA has some important tax-related information for you. Required by law, the CBA must provide the FTB, upon request, specific information including your name, address, social security number, and license status. The FTB may then use its authority under the Revenue and Taxation Code to generate a request for tax return information from any California-licensed CPA who does not file a California tax return, regardless of his/her state of residence, and require you to provide proof that you did not earn income in California. Failure to respond to the FTB request for tax return information for any reason, including non-receipt of the request, can result in FTB filing a lien against you. The CBA does not receive any notification when such a demand letter is generated by the FTB and the CBA does not have access to any information in this regard. If you have any questions regarding this process or want information, please contact the FTB at (916) 845-7057. ♦

### Inside CBA

The CBA is pleased to announce several important changes in its management team.

**Rafael Ixta** joined the CBA as **Chief of the Enforcement Division** in April. He began his career as a Tax Auditor with the California Franchise Tax Board (FTB) where he conducted field and desk audits of individuals, partnerships, and corporations. Rafael joined the management ranks in 1988 and gained extensive tax administration, managerial, and project management experience. Prior to joining the CBA, Rafael served with the Cemetery and Funeral Bureau in the Department of Consumer Affairs. Rafael holds a bachelors of arts degree in business administration with a concentration in accounting from California State University, Stanislaus. He is also an alumnus of the Executive Leadership Program at the University of California, Davis.

**Nicholas Ng** is new to CBA as **Manager, Administrative Services Unit**, but not new to CBA. After earning a bachelor of arts degree in economics from the University of California, Riverside, Nicholas began his career with the CBA as an analyst for the Practice Privilege Unit in 2005, advancing to budget analyst in the Administration Division in 2007. After several years honing his skills at the Department of Consumer Affairs, he returned to CBA in his new capacity in April.

**Paul Fisher** has been promoted to **Supervising Investigative CPA**. Paul began his career with the CBA in 2002, when he was hired as an Investigative CPA. He received his California CPA license in 1994, and worked for small accounting firms in the central coast area and in Sacramento before joining the CBA. Paul has public accounting experience, including auditing and tax preparation/planning. A graduate of California State University, Sacramento, Paul holds a bachelor of science degree with a concentration in accounting.

**Dominic Franzella** was appointed as the CBA's **License Renewal/Continuing Competency & Client Services Manager** in December 2009. Dominic has worked for the State of California for 4½ years, all of which have been with the CBA. He began in the CBA's Initial Licensing Unit in August 2005 and holds a bachelor of arts degree in history from California State University, Sacramento. ♦

## Regulation Notice

### TITLE 16. CALIFORNIA BOARD OF ACCOUNTANCY

NOTICE IS HEREBY GIVEN that the California Board of Accountancy is proposing to take the action described in the Informative Digest. Any person interested may present statements or arguments orally or in writing relevant to the action proposed at a hearing to be held at Holiday Inn Express, 2224 Auburn Blvd., Sacramento, California 95821, at 1:30 p.m. on July 28, 2010. Written comments, including those sent by mail, facsimile, or e-mail to the addresses listed under Contact Person in this Notice, must be received by the California Board of Accountancy at its office not later than 5:00 p.m. on July 23, 2010 or must be received by the California Board of Accountancy at the hearing. The California Board of Accountancy, upon its own motion or at the instance of any interested party, may thereafter adopt the proposals substantially as described below or may modify such proposals if such modifications are sufficiently related to the original text. With the exception of technical or grammatical changes, the full text of any modified proposal will be available for 15 days prior to its adoption from the person designated in this Notice as contact person and will be mailed to those persons who submit written or oral testimony related to this proposal or who have requested notification of any changes to the proposal.

Authority and Reference: Pursuant to the authority vested by Sections 5010 and 5134 of the Business and Professions Code, and to implement, interpret or make specific Section 5134 of said Code, the California Board of Accountancy is considering changes to Division 1 of Title 16 of the California Code of Regulations as follows:

#### INFORMATIVE DIGEST/POLICY STATEMENT OVERVIEW

##### 1. Amend Section 70, Title 16 of the California Code of Regulations.

Section 5134 of the Business and Professions Code authorizes the California Board of Accountancy (CBA) to collect fees for the initial permit to practice as a partnership, corporation, or Certified Public Accountant (CPA) at a level not to exceed \$250. It further authorizes the CBA to collect fees for the renewal of such a permit at a level which allows the CBA to maintain its contingent fund reserve balance equal to approximately nine months of annual authorized expenditures; however, that amount may not exceed \$250. Section 70 of Title 16 of the California Code of Regulations currently sets these levels at \$200 for the initial permit and \$200 for renewal of the permit.

This proposal would amend Section 70 to reduce those fees to \$120 for an initial permit and \$120 for renewal of the permit for a period of four years, at which time, the fees will return to current levels unless, by May 31, 2014, the CBA determines that a lower fee level is indicated.

#### FISCAL IMPACT ESTIMATES

Fiscal Impact on Public Agencies Including Costs or Savings to State Agencies or Costs/Savings in Federal Funding to the State: The projected reserves for the 2010/11 fiscal year are approximately \$24 million with an estimated Months in Reserve (MIR) of 22.5. With the fee reduction stated in this proposal, beginning in FY 2011/12, the MIR drops each year through FY 2014/15 to arrive at 12.1 MIR.

Nondiscretionary Costs/Savings to Local Agencies: None

Local Mandate: None

Cost to Any Local Agency or School District for Which Government Code Sections 17500-17630 Require Reimbursement: None

Business Impact:

The California Board of Accountancy has made an initial determination that the proposed regulatory action would have no significant statewide adverse economic impact directly affecting business, including the ability of California businesses to compete with businesses in other states.

AND

The following studies/relevant data were relied upon in making the above determination: None.

Impact on Jobs/New Businesses:

The California Board of Accountancy has determined that this regulatory proposal will not have any impact on the creation of jobs or new businesses or the elimination of jobs or existing businesses or the expansion of businesses in the State of California.

Cost Impact on Representative Private Person or Business:

The cost impacts that a representative private person or business would necessarily incur in reasonable compliance with the proposed action and that are known to the CBA are:

- A cost savings of \$80 for each issuance of an initial permit to practice and \$80 for each renewal of a permit to practice beginning in fiscal year 2011-2012. As the CBA renewal cycle is biennial, the total cost savings over the 4-year period could be as much as \$160.
- A corresponding cost increase of \$80 for each issuance of an initial permit to practice and \$80 for each renewal of a permit to practice beginning in fiscal year 2015-2016 unless the CBA determines that a lower amount is appropriate to maintain its fund balance at an approximately nine month reserve.

Effect on Housing Costs: None

**EFFECT ON SMALL BUSINESS**

The California Board of Accountancy has determined that the proposed regulations may affect small businesses.

**CONSIDERATION OF ALTERNATIVES**

The California Board of Accountancy must determine that no reasonable alternative it considered to the regulation or that has otherwise been identified and brought to its attention would either be more effective in carrying out the purpose for which the action is proposed or would be as effective and less burdensome to affected private persons than the proposal described in this Notice.

Any interested person may present statements or arguments orally or in writing relevant to the above determinations at the above-mentioned hearing.

**INITIAL STATEMENT OF REASONS AND INFORMATION**

The California Board of Accountancy has prepared an initial statement of the reasons for the proposed action and has available all the information upon which the proposal is based.

## TEXT OF PROPOSAL

Copies of the exact language of the proposed regulations and of the initial statement of reasons, and all of the information upon which the proposal is based, may be obtained at the hearing or prior to the hearing upon request from the California Board of Accountancy at 2000 Evergreen Street, Suite 250, Sacramento, California 95815.

## AVAILABILITY AND LOCATION OF THE FINAL STATEMENT OF REASONS AND RULEMAKING FILE

All the information upon which the proposed regulations are based is contained in the rulemaking file which is available for public inspection by contacting the person named below.

You may obtain a copy of the final statement of reasons once it has been prepared, by making a written request to the contact person named below or by accessing the website listed below.

## CONTACT PERSON

Inquiries or comments concerning the proposed rulemaking action may be addressed to:

Name: Matthew Stanley  
 Address: California Board of Accountancy  
 2000 Evergreen Street, Suite 250  
 Sacramento, CA 95815  
 Telephone No.: 916-263-3680  
 Fax No.: 916-263-3678  
 E-Mail Address: regulations@cba.ca.gov

The backup contact person is:  
 Name: Dan Rich  
 Address: California Board of Accountancy  
 2000 Evergreen Street, Suite 250  
 Sacramento, CA 95815  
 Telephone No.: 916-263-3680  
 Fax No.: 916-263-3675  
 E-Mail Address: regulations@cba.ca.gov

Web site Access: Materials regarding this proposal can be found at [www.cba.ca.gov](http://www.cba.ca.gov).

## PROPOSED REGULATORY LANGUAGE

### 70. Fees.

(a) Commencing January 23, 2004, the fee to be charged each California applicant for the computer-based Uniform Certified Public Accountant Examination shall be an application fee of \$100 for issuance of the Authorization to Test to first-time applicants and an application fee of \$50 for issuance of the Authorization to Test to repeat applicants.

(b) Commencing July 1, 2001, the fee to be charged each applicant for issuance of a certified public accountant certificate shall be \$250.

(c) The fee to be charged each applicant for registration, including applicant for registration under a new name as a partnership or as a corporation, shall be \$150.

(d)(1) Commencing July 1, 2000, the fee to be charged each applicant for the initial permit to practice as a partnership, a corporation, or a certified public accountant shall be \$200.

(2) Commencing July 1, 2011, the fee to be charged each applicant for the initial permit to practice as a partnership, a corporation, or a certified public accountant shall be \$120.

(3) Commencing July 1, 2015, the fee to be charged each applicant for the initial permit to practice as a partnership, a corporation, or a certified public accountant shall be \$200 unless subsection (i) applies.

(e)(1) Commencing July 1, 2000, the fee to be charged each applicant for renewal of a permit to practice as a partnership, a corporation, a public accountant, or a certified public accountant shall be \$200.

(2) Commencing July 1, 2011, the fee to be charged each applicant for renewal of a permit to practice as a partnership, a corporation, a public accountant, or a certified public accountant shall be \$120.

(3) Commencing July 1, 2015, the fee to be charged each applicant for renewal of a permit to practice as a partnership, a corporation, a public accountant, or a certified public accountant shall be \$200 unless subsection (i) applies.

(f) The fee for the processing and issuance of a duplicate copy of a certificate of licensure or registration shall be \$10.

(g) The fee for processing and issuance of a duplicate copy of a registration, or permit or other form evidencing licensure or renewal of licensure shall be \$2.

(h)(1) The fee to be charged an individual for submission of a Practice Privilege Notification Form pursuant to Business and Professions Code Section 5096 with an authorization to sign attest reports shall be \$100.

(2) The fee to be charged an individual for submission of a Practice Privilege Notification Form pursuant to Business and Professions Code Section 5096 without an authorization to sign attest reports shall be \$50.

(i) By May 31, 2014, the Board shall conduct a review of its actual and estimated costs. Based on this review, the Board shall determine the appropriate level of fees for the initial permit to practice pursuant to subsection (d) and renewal of the permit to practice pursuant to subsection (e) in order to maintain the Board's contingent fund reserve balance at an amount equal to approximately nine months of estimated annual authorized expenditures. If the Board determines that fees of less than \$200 are indicated, the Board shall fix the fees by regulation at the indicated amounts by July 1, 2015.

NOTE: Authority cited: Sections 5010 and ~~5048~~ 5134, Business and Professions Code. Reference: Sections 122, 163, 5096 and 5134 Business and Professions Code.

## Enforcement Actions and Standard Probationary Terms

When the CBA receives a complaint, an investigation is conducted. Information regarding a complaint generally is gathered by staff Investigative CPAs, often accompanied by a licensee's appearance before the CBA's Enforcement Advisory Committee. In some cases, information is gathered by the Department of Consumer Affairs' Division of Investigation.

Following this investigation, or for other reasons, a recommendation is made either to close the case for lack of evidence, or to refer the matter to the Attorney General for review and possible preparation of an accusation against the licensee or a statement of issues relating to the applicant.

The CBA may revoke, suspend, or impose probation on a license for violation of applicable statutes or regulations. In addition to any case-specific terms of probation, the standard probationary terms include:

- Obey all federal, California, other state, and local laws, including those rules relating to the practice of public accountancy in California.
- Submit within 10 days of completion of the quarter, written reports to the CBA on a form obtained from the CBA. The Respondent shall submit, under penalty of perjury, such other written reports, declarations, and verification of actions as are required. These declarations shall contain statements relative to respondent's compliance with all the terms and conditions of probation. Respondent shall immediately execute all release of information forms as may be required by the CBA or its representatives.
- During the period of probation, appear in person at interviews or meetings as directed by the CBA or its designated representative, provided such notification is accomplished in a timely manner.
- Comply with the terms and conditions of the probation imposed by the CBA, and cooperate fully with representatives of the CBA in its monitoring and investigation of the respondent's compliance with probation terms and conditions.
- Be subject to, and permit a "practice investigation" of the respondent's professional practice. Such "practice investigation" shall be conducted by representatives of the CBA, provided notification of such review is accomplished in a timely manner.
- Comply with all final orders resulting from citations issued by the CBA.
- In the event respondent should leave California to reside or practice outside this state, respondent must notify the CBA in writing of the dates of departure and return. Periods of non-California residency or practice outside the state shall not apply to reduction of the probationary period, or of any suspension. No obligation imposed herein, including requirements to file written reports, reimburse the CBA costs, or make restitution to consumers, shall be suspended or otherwise affected by such periods of out-of-state residency or practice, except at the written direction of the CBA.
- If respondent violates probation in any respect, the CBA, after giving respondent notice and an opportunity to be heard, may revoke probation and carry out the disciplinary and/or enforcement order that was stayed. If an accusation or a petition to revoke probation is filed against respondent during probation, the CBA shall have continuing jurisdiction until the matter is final, and the period of probation shall be extended until the matter is final.
- Upon successful completion of probation, respondent's license will be fully restored.

If charges are filed against a licensee, a hearing may be held before an independent administrative law judge who submits a proposed decision to be considered by the CBA, or the matter may be settled. The CBA may either accept the proposed decision or decide the matter itself. Please note that CBA actions reported here may not be final. After the effective date of the CBA's decision, the licensee may obtain judicial review of its decision. On occasion, a court will order a stay of the CBA's decision or return the decision to the CBA for reconsideration.

Copies of the accusations, decisions, and settlements regarding any of these disciplinary and/or enforcement actions are available on the CBA's Web site or by sending a written request to: California Board of Accountancy, Attention: Disciplinary/Enforcement Actions, 2000 Evergreen Street, Suite 250, Sacramento, CA 95815-3832. Please state the licensee's name and license number, and allow ten days for each request.

## Enforcement Actions - *Revocation of CPA Certificate* January 29, 2010 - May 5, 2010

**GRUYS, CHRISTOPHER** Healdsburg, CA (CPA 21377)

### **CBA Actions**

Revocation of CPA Certificate, via stipulated settlement.

**Effective May 5, 2010**

### **Cause for Discipline**

Amended Accusation No. AC-2005-40 contains the following allegations:

Respondent practiced public accountancy without proper authority to do so. Respondent applied for and received an inactive license for the renewal period July 1, 2002 through July 1, 2004. His license was not thereafter renewed and was in a delinquent status until July 1, 2009 at which time it was canceled. In February 2003 Respondent signed a 2002 Form 1120S with the CPA designation. Respondent billed clients, performed services requiring licensure, and "held out" as a CPA. This also constitutes dishonesty in the practice of public accountancy and the knowing preparation of false financial information.

Respondent failed to respond to CBA inquiries on December 22, 2004 and February 25, 2005. Respondent also failed to respond truthfully and accurately to CBA requests. Respondent claimed to have signed tax returns with "J.D." and with "C.P.A." He first described his practice as that of a CPA as distinguished from that of a lawyer, and subsequently indicated he has been signing tax returns using "J.D.", in an apparent attempt to represent himself to CBA investigators as not practicing public accountancy. This representation was contrary to fact.

On September 7, 2008, Respondent was convicted, by a guilty plea, of two counts of felony violations. Count one was for Grand Theft/False Pretenses and count two was for Presenting a Fraudulent Claim. Respondent's plea agreement indicates that he pled "guilty to a crime of grand theft for unlawfully defrauding another with intent to take money in excess of \$400 and for unlawfully presenting a false claim to the state board". The conviction is for crimes substantially related to the qualifications, functions and duties of a CPA. Respondent failed to report the convictions to the CBA.

### **Violation(s) Charged**

Business and Professions Code, Division 3, Chapter 1, §§ 490, 5050, 5063 (a)(1), 5100 (a), (c), (g), and (j).  
California Code of Regulations, Title 16, Division 1, § 52.

## Enforcement Actions - *Revocation of CPA Certificate* January 29, 2010 - May 5, 2010

**HIMMELMANN, WILLIAM E.** Sacramento, CA (CPA 49096)

### **CBA Actions**

Revocation of CPA Certificate, via proposed decision.

Mr. Himmelmann is required to reimburse the CBA \$3,034.50 for its investigation and prosecution costs, if his license is reinstated.

**Effective February 28, 2010**

### **Cause for Discipline**

Mr. Himmelmann was found to have violated the terms and conditions of Stipulated Settlement and Disciplinary Order AC-2007-25.

Mr. Himmelmann practiced public accountancy during the period his license was on suspension.

In addition, Mr. Himmelmann failed to do the following:

- Submit quarterly probation reports timely to the CBA.
- Submit cost reimbursement payments to the CBA.
- Cooperate fully with the CBA.
- Take and pass an ethics course.
- Undergo and continue treatment by a licensed physician for purposes of assessing his mental and physical fitness to practice public accountancy.
- Notify the CBA of a criminal conviction substantially related to the functions, duties and responsibilities of a licensee.
- Notify the CBA of his suspension to practice before the Internal Revenue Service.

### **Violation(s) Charged**

Business and Professions Code, Division 3, Chapter 1, §§ 5037, 5050, 5051, 5063, 5100 (a), (g), and (h). California Code of Regulations, Title 16, Division 1, §§ 52 and 68.

## Enforcement Actions - *Revocation of CPA Certificate* January 29, 2010 - May 5, 2010

**MITCHELL, ELANA MAE & ELANA M. MITCHELL, CPA, INC.** Huntington Beach, CA (CPA 65438, COR 5229)

### **CBA Actions**

Revocation of CPA Certificate, via default decision.

**Effective January 29, 2010**

### **Cause for Discipline**

Ms. Mitchell and Ms. Mitchell's Firm are subject to disciplinary action for their failure to comply with the CBA's Citations issued on November 14, 2006.

The CBA issued Citations to Ms. Mitchell and Ms. Mitchell's Firm for engaging in the practice of public accountancy without valid permits. Ms. Mitchell's CPA license expired as of February 1, 2007, and the Firm's registration expired as of March 1, 2007. Ms. Mitchell was also cited for failure to respond to the CBA's inquiries. The CBA's Citations required payment of fines of \$1,000 by each Respondent. Following Affirmed Citations, Respondents submitted renewal applications that could not be processed without resolving the outstanding fines.

Subsequently, Ms. Mitchell submitted the renewal application and a check for \$2,000 to pay the outstanding fines. The check was returned for insufficient funds. The administrative fines assessed remain outstanding.

### **Violation(s) Charged**

Business and Professions Code, Division 3, Chapter 1, § 5100 (g). California Code of Regulations, Title 16, Division 1, § 95.4.

**RACHELE, SUSAN** Fullerton, CA (CPA 94340)

### **CBA Actions**

Revocation of CPA Certificate, via default decision.

**Effective January 29, 2010**

### **Cause for Discipline**

On March 26, 2009, Ms. Rachele was convicted by her plea of guilty to 107 felony counts of violating Penal Code Section 470(a), forgery. The circumstances that led to the conviction are, from 2001 to 2007, while Ms. Rachele was the controller of a company, she wrote checks to herself or to cash, totaling over \$500,000, and deposited the checks into her bank account. The checks were recorded in the company's records as payments to vendors or to cost of goods sold.

Ms. Rachele also failed to self report the conviction to the CBA.

### **Violation(s) Charged**

Business and Professions Code, Division 1.5, Chapter 3, § 490; Division 3, Chapter 1, §§ 5100 (a), 5063, 5100, 5100 (i) and (k).

## Other Enforcement Actions

### November 30, 2009 through May 5, 2010

**ANDERSON, CHARLES M. & CHUCK ANDERSON, CPA, INC.** Hermosa Beach, CA (CPA 15928, COR 4283)

#### **CBA Actions**

Revocation stayed with three years' probation, via stipulated settlement.

Respondents shall maintain an active license status.

Mr. Anderson shall complete, with a score of 90 percent or better, an approved ethics course.

Mr. Anderson shall complete and provide proper documentation of 24 hours of continuing education courses as directed by the CBA. These courses are in addition to the courses necessary for license renewal.

Mr. Anderson is required to reimburse the CBA \$8,691.50 for its investigation and prosecution costs.

Other standard terms and conditions.

**Effective February 28, 2010**

#### **Cause for Discipline**

Respondents admit the charges in the CBA's Accusation AC-2009-4. Respondents committed gross negligence and dishonest acts in the preparation of a federal income tax return, breached their fiduciary responsibility to their client and knowingly prepared a materially misleading tax return.

Respondents prepared the 2006 Corporation return, Form 1120, for a Corporation on behalf of a client with an unsupported revenue decrease of \$20,000. The client, the Corporation's only shareholder, had no knowledge or understanding of Respondents' adjustment. The \$20,000 adjustment to decrease revenue in the Form 1120 prepared by Respondents conflicts with financial statements originally prepared by Respondents. Financial statements prepared by Respondents reflected distributions to the shareholder while the Corporation's tax return indicated that no distributions were made. Respondents knew, or should have known, the corporate tax return should have reported dividend distributions and that a Form 1099-DIV was required to report the distributions to the shareholder.

Further, Mr. Anderson failed to complete eight (8) hours of fraud-related continuing education during his last renewal period which ended July 31, 2006.

#### **Violation(s) Charged**

Business and Professions Code, Division 3, Chapter 1, §§ 5062, 5100 (c), (g), (i), and (j). California Code of Regulations, Title 16, Division 1, § 58 and 87.

## Other Enforcement Actions

### November 30, 2009 through May 5, 2010

**DELAP, RICHARD L.** Pacific Grove, CA (CPA 13291)

#### **CBA Actions**

Surrender of CPA Certificate, via stipulated settlement.

**Effective May 5, 2010**

#### **Cause for Discipline**

Amended Accusation No. AC-2010-9 contains allegations that Mr. DeLap, while a tax partner at KPMG LLP, participated in employing various means to conceal from the IRS and other taxing authorities fraudulent tax shelters. Respondent's involvement or acquiescence resulted in:

- The failure of KPMG to register the tax shelters.
- The preparation of, or causing to be prepared, false or fraudulent documentation supporting the implementation of the tax shelters.
- The preparation and/or causing to be prepared or participating in the preparation and/or filing of income tax returns that contained the fraudulent tax shelter losses.

Mr. DeLap denies each and every charge and each and every allegation of wrongdoing set forth in the Amended Accusation, but for the purpose of resolving the charges agreed to the stipulated surrender of his CPA Certificate.

#### **Violation(s) Charged**

Business and Professions Code, Division 3, Chapter 1, § 5100 (c) and (g). California Code of Regulations, Title 16, Division 1, § 58.

**DOMANTAY, ALEJANDRO DORIA; ALEX D. DOMANTAY & ASSOCIATES** Philippines; Los Angeles, CA (CPA 21363; PAR 6795)

#### **CBA Actions**

Revocation stayed with three years' probation, via stipulated settlement.

Respondent Domantay shall be permanently prohibited from performing attest engagements.

Respondent Domantay shall maintain a current license (either inactive or active "with education") with the CBA.

Respondent Domantay shall pay the CBA's costs for investigation and prosecution in the amount of \$12,296.00.

Standard conditions of probation.

**Effective May 5, 2010**

#### **Cause for Discipline**

Respondents understand and agree that the charges and allegations in Accusation No. AC-2009-18, if proven at a hearing, constitute cause for imposing discipline.

Accusation No. AC-2009-18 includes charges of gross negligence and repeated negligent acts regarding Respondents' performance of an audit of the Los Angeles Alumni Chapter-Delta Sigma Theta Sorority, Inc. Head Start/Preschool (Delta Sigma Theta Sorority) that contained departures from Generally Accepted Auditing Standards and Generally Accepted Government Auditing Standards. Respondents issued an auditor's report that failed to conform to professional standards. The auditor's report stated an unqualified opinion with respect to the subject financial statements while required disclosures under Generally Accepted Accounting Principles were omitted for significant cash balances and property and equipment. Respondents' audit work papers failed to evidence that the procedures

## Other Enforcement Actions

### November 30, 2009 through May 5, 2010

#### DOMANTAY, ALEJANDRO DORIA; ALEX D. DOMANTAY & ASSOCIATES (Cont'd)

related to the 14 federal compliance requirements for the two major programs were in fact performed. Respondents failed to document and test internal control over compliance for the two major federal programs. Respondents failed to conduct a materiality determination or prepare a written audit program for the compliance portion of the Delta Sigma Theta Sorority's audit. The management letter obtained by Respondents failed to address the federal funds in that it did not address the federal awards programs, compliance with federal requirements, or identify known instances of noncompliance. In addition, Respondents did not have a peer review within three years of their audit of Delta Sigma Theta Sorority. Respondents used obsolete professional materials to perform their audit of Delta Sigma Theta Sorority. Respondents failed to maintain work papers relative to the Delta Sigma Theta Sorority audit for the required seven-year period.

Respondent Domantay failed to complete the necessary number of continuing education hours by January 31, 2004, during which Respondents conducted the Delta Sigma Theta Sorority audit. Respondent Partnership engaged in activities requiring licensure by the CBA after its license had expired on July 1, 2004.

#### Violation(s) Charged

Business and Professions Code, Division 3, Chapter 1, §§ 5050, 5062, 5097, 5100 (c) and (g). California Code of Regulations, Title 16, Division 1, §§ 58, 87 and 94.

## Enforcement Definitions

#### Accusation

A formal document that notifies a licensee of the CBA's charges against the licensee.

#### Cost Recovery

The licensee is ordered to pay the CBA certain costs of investigation and prosecution including, but not limited to, attorney fees.

#### Default Decision

The licensee failed to file a Notice of Defense or has otherwise failed to request a hearing, object, or otherwise contest the accusation. The CBA takes action without a hearing based on the accusation and documentary evidence on file.

#### Effective Date

The date the disciplinary decision becomes operative.

#### Probation

The licensee may continue to engage in activities for which licensure is required, under specific terms and conditions.

#### Reinstatement

A revoked license that is restored, not sooner than one year from the date of revocation, to a clear or inactive status after petition to and approval by the CBA. Reinstatement may include probation and/or terms and conditions.

#### Revocation

The individual, partnership, or corporation no longer is licensed as a result of a disciplinary action.

#### Stayed

The action does not immediately take place and may not take place if the licensee complies with other conditions (such as a probation term).

#### Stipulation

The matter is negotiated and settled without going to hearing.

#### Surrendered

The licensee has surrendered the license. The individual, partnership, or corporation no longer is licensed. The CBA, however, may impose discipline against a surrendered license in certain circumstances. Surrender also may require certain conditions be met should the former licensee ever choose to reapply for licensure.

#### Suspension

The licensee is prohibited for a specific period of time from engaging in activities for which licensure is required.

## Other Enforcement Actions

### November 30, 2009 through May 5, 2010

**HENEN, AMGAD ASAAD** San Dimas, CA (CPA License Applicant)

#### **CBA Actions**

Application for admission to the Uniform Certified Public Accountant Examination is denied via default decision.

**Effective November 30, 2009**

#### **Cause for Discipline**

Statement of Issues No. SI 2009-23 contains allegations that Mr. Henen has subjected his application for admission to the CPA Examination to denial. Mr. Henen submitted requests to the CBA seeking extensions to complete sections of the CPA Examination by using altered and/or false, fraudulent and materially misleading medical documents.

#### **Violation(s) Charged**

Business and Professions Code, Division 1.5, Chapter 2, § 480 (a)(2), Division 3, Chapter 1, §§ 5110 (a) (1) and 5112 (a).

**MCEWAN, DEBORAH M.; MCEWAN & ASSOCIATES, INC.** Monterey, CA; San Jose, CA (CPA 34741; COR 6096)

#### **CBA Actions**

Revocation stayed with three years' probation, via stipulated settlement.

Respondents shall submit to the CBA or its designee for its prior approval a plan of practice that shall be monitored by another CPA or PA who provides periodic reports to the CBA or its designee. The supervised practice shall include reviews of all attest engagements prior to their issuance.

Respondents shall have immediate access to, shall use, and shall maintain published materials and/or checklists consistent with practice.

Respondent McEwan shall take and pass with a score of 90 percent or better, a CBA approved ethics examination within the time prescribed by the CBA.

Respondent McEwan shall complete and provide documentation of completion of 24 hours of continuing education courses in Auditing and Accounting and Fraud within the period of time prescribed by the CBA. This shall be in addition to the continuing education requirements for license renewal.

Respondents shall at all times maintain an active license status.

Respondents are required to reimburse CBA \$16,617.05 for its investigation and prosecution costs.

Other standard terms and conditions.

**Effective May 5, 2010**

## Other Enforcement Actions

### November 30, 2009 through May 5, 2010

#### **MCEWAN, DEBORAH M.; MCEWAN & ASSOCIATES, INC. (Cont'd)**

##### **Cause for Discipline**

Accusation No. AC-2009-29 contains the following allegations:

Respondent McEwan performed an audit of the financial statements for Monterey County Association of Realtors (Association) for the year ended June 30, 2006, in a grossly negligent manner. Respondent McEwan's auditor's report failed to comply with professional standards and Respondent McEwan failed to modify her report for departures from Generally Accepted Accounting Principles for omitted disclosures. Respondent McEwan failed to adequately plan and document her audit procedures, including obtaining a sufficient understanding of the Association, assessing the risk of material misstatements of the financial statements due to fraud, and assessing control risk. Respondent McEwan failed to obtain sufficient appropriate audit evidence by performing and documenting procedures to afford a reasonable basis for an opinion regarding the financial statements under audit, to obtain and evaluate evidential matter concerning the assertions in the financial statements, to develop specific audit objectives in light of those assertions, and to provide audit documentation sufficient to show that the standards of fieldwork were observed.

Respondent McEwan failed to comply with the accounting and auditing continuing education requirement in that, during the two year period preceding the renewal expiration date of March 31, 2006, Respondent McEwan did not complete eight hours in course work specifically related to the detection and/or reporting of fraud in financial statements. Respondent McEwan failed to retain documentation supporting the continuing education hours claimed on her renewal applications for the renewal periods ending March 31, 2006 and March 31, 2008.

Respondent McEwan failed to register the firm names of McEwan and Associates Certified Public Accountants and McEwan & Associates, Inc. with the CBA while engaging in the practice of public accountancy.

##### **Violation(s) Charged**

Business and Professions Code, Division 3, Chapter 1, §§ 5060, 5062, 5100 (c) and (g). California Code of Regulations, Title 16, Division 1, §§ 58, 87 and 89.

#### **MURRAY, WILLIAM RUSSELL** Sacramento, CA (CPA 31758)

##### **CBA Actions**

Mr. Murray is accused of federal charges that include embezzling approximately 8.5 million dollars from clients. The criminal action is currently pending in federal court. Pursuant to a stipulated agreement, Mr. Murray agreed to the interim suspension of his CPA license pending the outcome of the federal criminal charges. Consequently, Mr. Murray's license is suspended and he shall not engage in any activity requiring an accountancy license during the pendency of the Stipulation for Interim Suspension of License.

**Effective January 13, 2010**

## Other Enforcement Actions

### November 30, 2009 through May 5, 2010

**SHAPIRO, JAY J. and JAY J. SHAPIRO, C.P.A., A PROFESSIONAL CORPORATION**

Los Angeles, CA (CPA 25964; COR 3652)

**CPA Actions**

Revocation of CPA Certificate stayed with two years' probation, via stipulated settlement.

Revocation of Corporation Certificate stayed with three years' probation, via stipulated settlement.

Take and pass with a score of 90 percent or better, a CBA approved ethics course.

Maintain an active license status.

Reimbursement to the CBA in the amount of \$4,997.00 for investigation and prosecution costs.

Other standard terms of probation.

**Effective May 5, 2010****Cause for Discipline**

Accusation No. AC-2009-28 contains the following allegations:

On or about July 29, 2008, the Securities and Exchange Commission (SEC) issued an Order Making Findings and Imposing Remedial Sanctions in Accounting and Auditing Enforcement Release No. 2852 and Administrative Proceeding No. 3-12793 against Respondents. The Order denied Respondent Firm the privilege of appearing or practicing before the SEC as an accountant. Further, the Order censured Respondent Shapiro, but continued to permit Respondent Shapiro the privilege of practicing before the SEC as an independent accountant, provided that the accounting firm with which Respondent Shapiro associates is registered with the Public Company Accounting Oversight Board ("PCAOB").

The discipline by the SEC resulted from Respondent Firm's issuance of an audit report dated January 12, 2004 for a public company for the year ended September 30, 2003. In performing the audit, Respondent Firm failed to register with the PCAOB, a violation of Section 102(a) of the Sarbanes Oxley Act, which became effective on October 22, 2003.

Respondent and Respondent Firm failed to report to the CBA, in writing within thirty (30) days, the opening of a formal investigation by the SEC.

Respondent Firm also failed to report to the CBA, in writing within thirty (30) days, the suspension of the right to practice as a certified public accountant before the SEC.

**Violation(s) Charged**

Business and Professions Code, Division 3, Chapter 1, §§ 5100 (h) and (l), 5063 (b)3 and (a)3.

## Other Enforcement Actions

### November 30, 2009 through May 5, 2010

**SLUGA, KEVIN PATRICK** Bakersfield, CA (CPA 24958)

#### **CBA Actions**

Sluga entered into a plea agreement with the U.S. Attorney's Office in January 2010, pleading guilty to multiple counts of wire fraud and aiding and abetting in a multi-faceted mortgage scam. In the plea he admitted to having executed a scheme to defraud mortgage loan companies in his capacity as a CPA. Sluga entered into a stipulated agreement with the California Board of Accountancy for an interim suspension of his CPA license, pending the outcome of his sentencing. Sluga operated a business in Bakersfield, first known as California Business Solutions and later, as Comprehensive Business Solutions, that provided tax-related services to the general public.

**Effective March 30, 2010**

**TRAVELLER, SHANE H.** Logan, UT (CPA 66731)

#### **CBA Actions**

Revocation stayed with five years' probation, via stipulated settlement.

Mr. Traveller's license is suspended for five years.

Mr. Traveller shall bring his license current within 30 days of the effective date of the decision and pay all past renewal fees and the most recent delinquent fees. At all times while on probation, Mr. Traveller shall maintain a current license with the CBA, including any period during which suspension or probation is tolled.

Mr. Traveller is required to reimburse the CBA \$5,914.78 for its investigation and prosecution costs.

Other standard terms and conditions.

**Effective February 28, 2010**

#### **Cause for Discipline**

Mr. Traveller admits the truth of each and every charge and allegation in Accusation No. AC2009-24.

Mr. Traveller was barred by the Securities and Exchange Commission (SEC) for a period of five years from acting as an officer or director of a public company and from participating in an offering of penny stock effective August 6, 2008.

Mr. Traveller was also suspended from appealing or practicing before the SEC as an accountant effective August 28, 2008. Mr. Traveller also failed to notify the CBA in writing within thirty (30) days of his suspension.

#### **Violation(s) Charged**

Business and Professions Code, Division 3, Chapter 1, §§ 5100 (h), (l), and 5063.

# California Board of Accountancy Directory

**CBA Office - (916) 263-3680**  
**CBA Office Fax - (916) 263-3675**  
**License Status Check - (916) 263-3680**  
**Certifications - (916) 561-1701**

## **Examination**

*examinfo@cba.ca.gov* or (916) 561-1703 or Fax (916) 263-3677 or Fax (916) 614-3253

## **Initial Licensing** - Individuals, Accountancy Partnerships and Corporations, Fictitious Names

*licensinginfo@cba.ca.gov* or (916) 561-1701 or Fax (916) 263-3676

## **License Renewal** - CPA / PA, Partnerships, Corporations, Continuing Education

*renewalinfo@cba.ca.gov* or (916) 561-1702 or Fax (916) 263-3672

## **Practice Privilege**

*pracprivinfo@cba.ca.gov* or (916) 561-1704 or Fax (916) 263-3672

## **Client Services**

*clientservices@cba.ca.gov* or (916) 561-1705 or Fax (916) 263-3968

## **Enforcement** - Filing a Complaint, Enforcement Actions

*enforcementinfo@cba.ca.gov* or (916) 561-1729 or Fax (916) 263-3673



# ADDRESS CHANGE FORM

A separate address change form must be submitted for each license type.

PLEASE PRINT

[Redacted]

Last	First	Middle

[Redacted] Individual (CPA/PA) - License No. \_\_\_\_\_

Last	First	Middle

[Redacted]  Corporation  Partnership  Fictitious Name License No. \_\_\_\_\_

--

Firm Name

[Redacted]

Be advised that if you are a licensed CPA/PA or firm, your address of record is public information, and all CBA correspondence will be sent to this address.

Home  Business (check one)

--

Business Name (if different from name above)

--

Street  Apt. #  Suite # (check one)

--	--	--

City State Zip

[Redacted]		
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--	--	--

City State Zip

[Redacted] *If your address of record is a PO Box or Mail Drop, you are required to provide a street address. This address will not be posted on the CBA's Web License Lookup.*

--	--

Street  Home  Business (check one)  Apt. #  Suite # (check one)

--	--	--

City State Zip

[Redacted]	-	-
------------	---	---

Area Code

You may confirm your change of address on License Lookup at [www.cba.ca.gov](http://www.cba.ca.gov).

I certify the truth and accuracy of all of these statements and representations.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Print your name \_\_\_\_\_

A licensee who fails to notify the California Board of Accountancy within 30 days of a change of address of record may be subject to citation and fine (fines ranging from \$100-\$1000) under the California Code of Regulations, Title 16, Division 1, Sections 3 and 95.2.

The CBA maintains a list of all licensees. This list is sold to requestors for mailing list purposes. Check here only if you do not want your name included on this list. *Please Note: Your name and address of record is public information and can be accessed through our Web site at [www.cba.ca.gov](http://www.cba.ca.gov).*

[Redacted] California Board of Accountancy, 2000 Evergreen Street, Suite 250, Sacramento, CA 95815-3832

or [Redacted] (916) 263-3675

Department of Consumer Affairs  
**California Board of Accountancy**

*Update* **Issue #63**

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