

TEXAS STATE BOARD OF PUBLIC ACCOUNTANCY

William Treacy, Executive Director
512-305-7800
FAX (512) 305-7875

Email forms to: licensing@tsbpa.texas.gov
505 E. Huntland Drive, Suite 380
Austin, TX 78752-3757
www.tsbpa.texas.gov

REGISTRATION OF A CORPORATION

Corporation Information (Type Or Print)

Federal Identification Number

1. Firm Name

Out-of-State License/Permit/Registration No.

2. Principal Office Address

Street

City

State

Zip Code

3. Mailing Address if Different

Street

City

State

Zip Code

4. Principal Office Telephone Number

Email

5. Contact person for firm registration and license renewals (must be an owner and a CPA)

Name

Certificate Number

State

6. Does each shareholder, incorporator, officer, director, or resident person in charge residing in Texas hold a current license to practice public accounting in Texas? (Each individual must hold a current license in order for the corporation to be registered and for a firm office license to be issued).

YES NO

7. Has each shareholder, incorporator, officer, director residing in Texas who is a non-CPA owner submitted an application (Form L0022) to be registered in Texas? (Each non-CPA owner must complete an application and be approved before the partnership can be registered and a firm office license be issued).

YES NO

8. If an out-of-state corporation, does each shareholder, incorporator, officer, director or resident person in charge hold a current license to practice public accounting in the state in which the firm is located?

YES NO

For Board Use Only

FIRM OFFICE FORM ATTACHED YES <input type="checkbox"/> NO <input type="checkbox"/>	ARTICLES OF INCORPORATION/ CERTIFICATE OF FILING ATTACHED YES <input type="checkbox"/> NO <input type="checkbox"/>	Registration No.
PEER REVIEW FORM ATTACHED YES <input type="checkbox"/> NO <input type="checkbox"/>	NON-CPA OWNERS YES <input type="checkbox"/> NO <input type="checkbox"/>	APPROVED _____ DATE _____

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REGISTRATION OF A CORPORATION - continued

Firm Name _____

9. Date of Incorporation _____ Date Corporation Commenced Practicing In Texas _____

10. If this is a Texas firm whose name has changed, list previous firm name: _____

Previous Firm Name _____ Firm Registration Number _____

Date Dissolved _____ Effective Date of Name Change _____

11. Does each shareholder, incorporator, officer, director, or resident person in charge who is a CPA hold a current license to practice public accounting in the state in which the firm is located? YES NO

12. Has this firm ever had an application for a license to practice public accountancy denied or had such a permit revoked or suspended by any state or federal agency? YES NO

13. Has any shareholder, incorporator, officer, or director been convicted of any felony or misdemeanor involving fraud or deceit not previously reported to the Board? YES NO

14. Has the firm or any individual associated with the firm been involved in legal or administrative proceedings relating to professional accounting services within the state of Texas during the last three years? YES NO

15. Has a copy of the letterhead currently used by this firm been attached? YES NO
Check if the firm has no letterhead

16. Number appearing on the charter issued by the Secretary of State of Texas. _____

17. Date charter was issued. _____

18. If a Texas firm, are any of the shareholders of the corporation non-CPA owners? YES NO

19. Does the firm principally limit its practice to the type of service indicated in the name? YES NO

20. Purpose for which the firm was organized, as stated in the charter _____

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REGISTRATION OF A CORPORATION - continued

Firm Name _____

SHAREHOLDERS, INCORPORATORS, OFFICERS, AND DIRECTORS

- A complete list of all the shareholders, incorporators, officers, or directors, residing in Texas, whether silent or inactive, must be indicated.
- The firm's practice in Texas must be performed by an individual who meets the requirements of Section 901.462 of *The Public Accountancy Act* or is performed by an individual who holds a Texas license.
- Each office of the corporation in Texas must be under the full-time charge of at least one person who is authorized to practice public accountancy in Texas. If the corporation is identified as a corporation of certified public accountants, the person in charge must hold a valid license and be a certified public accountant.
- **THE BOARD MUST BE NOTIFIED IN WRITING IF THERE IS** *an admission or withdrawal of a shareholder, incorporator, officer, or director from the corporation; a change in office maintained in Texas and/or a change in the resident person in charge of said office both as to the name and address of the resident person and the address of the office with which the licensee is associated; or any other changes which were required for registration.*
- **All changes must be reported to the Board within one month (30 days) after such changes become effective.**

LIST ALL CPAs ASSOCIATED WITH THE CORPORATION

Name (Must Be That of an Individual)	Residence Street Address, City, and Zip Code (PO Box Numbers Not Acceptable)	Check All That Apply				States Certified In		Is License Current?
		Shareholder	Incorporator	Director	Officer	Cert. No.	State	
_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	<input type="radio"/> Yes <input type="radio"/> No
_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	<input type="radio"/> Yes <input type="radio"/> No
_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	<input type="radio"/> Yes <input type="radio"/> No
_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	<input type="radio"/> Yes <input type="radio"/> No

LIST THE NON-CPA PARTNERS ASSOCIATED WITH THE PARTNERSHIP

Name (Must Be That of an Individual)	Residence Street Address, City, and Zip Code (PO Box Numbers Not Acceptable)	Shareholder	Incorporator	Director	Officer
_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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REGISTRATION OF A CORPORATION - continued

Firm Name _____

- If the firm name includes “**and company**” or “**and associates**,” and only one shareholder, incorporator, and/or director is involved, the name of the employee(s) licensed by the Board must be shown. Otherwise, the terms “**and company**” or “**and associates**” cannot be used.

LIST ALL CERTIFIED PUBLIC ACCOUNTANTS WHO ARE EMPLOYEES OF THE CORPORATION				
Certificate Number	Name	Residence Address	Office Associated with or in Charge of	License Current?
_____	_____	_____	_____	<input type="radio"/> Yes <input type="radio"/> No
_____	_____	_____	_____	<input type="radio"/> Yes <input type="radio"/> No
_____	_____	_____	_____	<input type="radio"/> Yes <input type="radio"/> No
_____	_____	_____	_____	<input type="radio"/> Yes <input type="radio"/> No
_____	_____	_____	_____	<input type="radio"/> Yes <input type="radio"/> No

- The *Application for Registration of Firm Office* form must be completed and attached to this application.
- If a shareholder, incorporator, officer or director is a non-CPA owner, the *Application for Non-CPA Owner in a Firm in Texas* (L0022) must be attached to this application.

AFFIDAVIT

I hereby certify that I am _____ of _____
Title Firm Name

and that all statements, answers, and representations made in the foregoing application, including all supplemental statements, are true and accurate. I understand that if a license to practice public accountancy is issued to a firm or office, it must be surrendered upon demand by the Texas State Board of Public Accountancy upon failure to pay the annual license fees prescribed by law or upon revocation of the license for other causes as prescribed by law.

I certify that all franchise taxes are current and the company is in good standing.

Signature

Date