



RULE-MAKING ORDER

(RCW 34.05.360)

CR-103 (7/23/95)

Agency: Board of Accountancy

- Permanent Rule (checked)
Emergency Rule
Expedited Repeal

(1) Date of adoption: May 23, 1996

(2) Purpose: To prescribe the procedures to be followed to register and maintain offices established for the practice of public accounting in the state of Washington

(3) Citation of existing rules affected by this order:

Repealed:

Amended: WAC 4-25-750 Firm license.

Suspended:

(4) Statutory authority for adoption: RCW 18.04.055(3); RCW 18.04.205(3); RCW 18.04.195

Other authority:

PERMANENT RULE ONLY

Adopted under notice filed as WSR 96-09-066 on April 15, 1996 (date).

Describe any changes other than editing from proposed to adopted version:

No changes

EMERGENCY RULE ONLY

Under RCW 34.05.350 the agency for good cause finds:

- (a) That immediate adoption, amendment, or repeal of a rule is necessary for the preservation of the public health, safety, or general welfare...
(b) That state or federal law or federal rule or a federal deadline for state receipt of federal funds requires immediate adoption of a rule.

Reasons for this finding:

EXPEDITED REPEAL ONLY

Under Preproposal Statement of Inquiry filed as WSR on (date).

(5.3) Any other findings required by other provisions of law as precondition to adoption of effectiveness of rule?

- Yes No (checked) If Yes, explain:

(6) Effective date of rule:

Permanent Rules

Emergency Rules

- 31 days after filing (checked) Immediately
Other (specify) Later (specify)

*(If less than 31 days after filing, specific finding in 5.3 under RCW 34.05.380(3) is required)

NAME (TYPE OR PRINT)

Carey L. Rader

SIGNATURE

Handwritten signature of Carey L. Rader

TITLE

Executive Director

DATE

05/30/96

CODE REVISER USE ONLY

CODE REVISER'S OFFICE STATE OF WASHINGTON FILED

MAY 31 1996

TIME: 3:53 AM WSR 96-12-061

**Note: If any category is left blank, it will be calculated as zero.
No descriptive text.**

Count by whole WAC sections only, from the WAC number through the history note.
A section may be counted in more than one category.

The number of sections adopted in order to comply with:

Federal statute:	New _____	Amended <u>0</u>	Repealed _____
Federal rules or standards:	New _____	Amended <u>0</u>	Repealed _____
Recently enacted* state statutes:	New _____	Amended <u>0</u>	Repealed _____

*(current calendar year)

The number of sections adopted at the request of a nongovernmental entity:

New _____	Amended <u>0</u>	Repealed _____
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The number of sections adopted on the agency's own initiative:

New _____	Amended <u>1</u>	Repealed _____
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The number of sections adopted in order to clarify, streamline, or reform agency procedures:

New _____	Amended <u>0</u>	Repealed _____
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The number of sections adopted using:

Negotiated rule making:	New _____	Amended _____	Repealed _____
Pilot rule making:	New _____	Amended _____	Repealed _____
Other alternative rule making:	New _____	Amended <u>1</u>	Repealed _____

AMENDATORY SECTION (Amending WSR 93-22-089, filed 11/2/93, effective 12/3/93)

WAC 4-25-750 Firm license. (1) A licensee may only practice public accountancy ((only)) in a ((proprietorship, a partnership or a professional corporation meeting the requirements of the act)) CPA firm organized as:

- (a) A proprietorship;
- (b) A partnership;
- (c) A professional corporation;
- (d) A limited liability company;
- (e) A limited liability partnership; or
- (f) Some other form of legal entity authorized by statute for use by a CPA firm.

((1)) (2) A CPA firm shall apply to the board for a license to practice public accountancy within ninety days of formation. A CPA firm shall apply for renewal of its license no later than sixty days prior to expiration of the firm's current license. The board will not accept a firm license renewal application unless it is accompanied by all applicable renewal and late filing fees.

((2) Applications shall include the firm name, addresses and telephone numbers of the main office and any branch offices of the firm, the name of the manager of each branch office, owners' names and the states in which they hold CPA licenses, names of corporate shareholders, directors, and officers, and, in the case of corporations, a certified copy of the articles of incorporation and bylaws.)

(3) An application for a firm license shall include the:

- (a) Firm name;
- (b) Addresses and telephone numbers of the main office and any branch offices of the firm;
- (c) Name of the manager of each branch office;
- (d) Owners' names and the states in which they hold CPA licenses;
- (e) Names of corporate directors, limited liability company managers, and all firm officers; and
- (f) Type of legal organization under which the firm operates (such as, general partnership or limited liability company).

(4) Firm licenses expire on June 30 of ((every other year)) the second year after the board issues a firm's initial license and on June 30 of each second year after the initial license expires.

((4)) (5) A CPA firm shall file with the board a written notification of any of the following events within ninety days after its occurrence:

- (a) Formation or dissolution of a CPA firm;
- (b) Admission of an owner;
- (c) Retirement or death of an owner;
- (d) Any change in the name of the firm;
- (e) Change in the management of any branch office;
- (f) Opening, closing, or relocating of a branch office; and
- (g) The occurrence of any event that would cause the firm to be in violation of the provisions of the act or these rules.

A change in the legal form of a firm constitutes a new firm. Accordingly the new firm shall within ninety days of the change file an application for a firm license and pay the applicable fee.