

PRO-FORMA APPLICATION FOR INITIAL ACCREDITATION
(Individual CPA)

CDA Caraga Regional Office
Cooperative Development Authority
Butuan Extension Office
3rd Floor, COA Regional Office,
Balibrea Bldg, Pili Drive, Butuan City

Dear Sir/Madam:


This is to signify my interest to apply for Accreditation as a Cooperative External Auditor pursuant to CDA Memorandum Circular on the Revised Guidelines on the Accreditation of Cooperative External Auditors.

In compliance to the said Memorandum Circular, I am attaching herewith the following documents:

- i. Profile of the Applicant with attached 2 x 2 colored ID picture;
- ii. Valid Professional Regulation Commission Identification Card (PRC ID);
- iii. Valid Certificate of Accreditation with the Professional Regulation Commission – Board of Accountancy (PRC-BOA);
- iv. Current Professional Tax Receipt (PTR) issued by the local government;
- v. Valid Certificate of Membership in Good Standing with the Philippine Institute of Certified Public Accountants (PICPA); or Certification of Life Sustaining Membership issued by the PICPA, if any;
- vi. Certificate of Attendance to training equivalent to a minimum of 24 hours of required training as provided in Section 4 of the Revised Guidelines; and
- vii. Other necessary documents.

Thank you for your favorable consideration.

Very truly yours,


MYKA BIANCA T. GERMINO, CPA
Name