

ACCOUNTANCY BOARD OF OHIO
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Governor, Mike DeWine
Executive Director, John E. Patterson

RECORD OF EXPERIENCE FORM

TO THE APPLICANT: This form **must** be used to report your qualifying experience for the CPA Certificate, in compliance with the requirements of section 4701.06 of the Ohio Revised Code and Administrative rule 4701-7-05 of the Accountancy Board of Ohio. Your authorized employment supervisor must confirm the record of your experience. **If your authorized supervisor is not a licensed CPA, the Experience Verification Form must also be completed and signed by a licensed CPA.** You should submit this form to your supervisor for completion of the appropriate information. Once both of you are certain that the information is correct and complete, each of you must sign the affidavit at the bottom of the form. Please use a **separate** form for **each** employer from which you are submitting qualifying experience.

STATEMENT OF AUTHORIZED SUPERVISOR

I am a CPA or a comparably qualified foreign accountant: YES NO (If the answer is YES, you must certify that your credential is in good standing.)

Certificate (License) Valid In: (State in USA or foreign country) _____

Name of Credential if Different from CPA: _____

Certificate or License Number: _____ Date Certificate/License Issued: _____

License Expiration Date: _____ License Status (active, inactive, retired): _____

The applicant for the CPA certificate whose name appears below performed the following services while under my supervision. **Check all that apply:**

Accounting Auditing Financial Advisory Services Furnishing Advice on Tax Matters
 Preparation of Tax Returns Management Advisory Services Consulting Services

Applicant's Dates of Employment: _____ to _____
(MM/DD/YY) (MM/DD/YY)

Was the employment full-time? YES NO (If NO, please explain fully on the back side of this form.)

NAME OF EMPLOYER _____

ADDRESS OF EMPLOYER _____ TELEPHONE _____

AFFIDAVIT

We certify, under penalty of perjury, that all statements and information submitted on this form are true and correct and that the signatures below are ORIGINAL signatures.

NAME OF APPLICANT _____

SIGNATURE OF APPLICANT _____ DATE SIGNED _____

NAME OF AUTHORIZED SUPERVISOR _____

SIGNATURE OF AUTHORIZED SUPERVISOR _____ DATE SIGNED _____

SUPERVISOR TELEPHONE _____ EMAIL ADDRESS _____