

State of Florida
Department of Business and Professional Regulation
Board of Accountancy
Verification of Work Experience
Form # DBPR CPA 32

VERIFICATION OF WORK EXPERIENCE

INSTRUCTIONS – Please complete and sign the "Applicant Information" section and forward to the verifying CPA for completion and return to the Department of Business and Professional Regulation.

If you have more than one Certified Public Accountant (CPA) verifying work experience, make additional copies as needed to send to each verifying CPA.

I hereby authorize my employer or verifying CPA (past and present) to release to the Florida Board of Accountancy any information, files and/or records as it may deem necessary in the processing of this verification of work experience.

APPLICANT INFORMATION		
Last Name	First	Middle
Street Address or P.O. Box		
City	State	Zip Code (+4 optional)
Date	Applicant's Signature	

EMPLOYER INFORMATION
Name of employer _____
Location of office in which applicant was employed _____

VERIFICATION PERIOD	
(Give complete details below. Attach additional statement if necessary.)	
FULL-TIME EMPLOYMENT	
Date From:	To:
Number weeks employed	Applicant still employed: <input type="checkbox"/> YES <input type="checkbox"/> NO
Average hours per week employed	Total hours employed
PART-TIME EMPLOYMENT	
Date From:	To:
Number weeks employed	Applicant still employed: <input type="checkbox"/> YES <input type="checkbox"/> NO
Average hours per week employed	Total hours employed

INSTRUCTIONS TO VERIFYING CPA – Please complete and forward this Verification of Work Experience form to the Department of Business and Professional Regulation, 2601 Blair Stone Rd, Tallahassee, Florida 32399.

I, the undersigned, state that the applicant named on this certification:

has work experience which includes providing any type of service or advice involving the use of accounting, attest, compilation, management advisory, financial advisory, tax, or consulting skills. This experience was gained through employment in government, industry, academia, or public practice and constituted a substantial part of the applicant’s duties.

has at least five years of work experience while licensed in the practice of public accounting in the U.S., Canada, Mexico, Ireland, Australia, New Zealand, Scotland, South Africa, or Hong Kong, and includes providing any service or advice involving the use of accounting, attest, compilation, management advisory, financial advisory, tax, or consulting skills. This experience was gained through employment in government, industry, academia, or public practice and constituted a substantial part of the applicant’s duties.

I state that these statements are true and correct and recognize that providing false information may result in disciplinary action against my license or criminal penalties pursuant to sections 455.2275 and 837.06, Florida Statutes.

Verifying CPA's Name _____

CPA License Number _____ Date Original License to Practice Issued _____

State in which certified _____ Expiration Date of License _____

DATE

SIGNATURE OF VERIFYING CPA

Is there any additional information concerning the good moral character or technical fitness of the employee relative to his/her practice of public accounting that you feel the Board should be informed of? Yes No

(If "Yes", please attach written explanation.) Good moral character means a "personal history of honesty, fairness, and respect for the rights of others and the laws of this state and nation."

For more information regarding the requirements, please refer to Chapter 61H1, Florida Administrative Code and Chapter 473, Florida Statutes. Links are located on the board’s website under [Statutes and Rules](#).