

Complaint Form

This form may be used to file a complaint about a Chartered Professional Accountant of Newfoundland and Labrador (CPA NL) member, former member, professional corporation, formal professional corporation, student or former student (defined as "Respondent"). Please provide as much detail as possible to ensure we have adequate information to evaluate your concerns.

1. COMPLAINANT INFORMATION

Contact Information of Person Filing the Complaint

Name: _____

Company Name (if applicable): _____

Position: _____

Address: _____

Phone Number(s): _____

E-mail: _____

Please provide address for correspondence in connection with this complaint if different from above address:

**Please update CPA NL of any changes in the above contact information during the complaint process*

2. RESPONDENT INFORMATION

Contact Information of CPA NL Member, Former Member, Professional Corporation, Former Professional Corporation, Student or Former Student complained about:

Name: _____

Firm Name (if applicable): _____

Address: _____

Phone Number(s): _____

E-mail: _____



What remedy/resolution are you seeking? Please include what steps, if any, you have taken to resolve your complaint with the Respondent. *Attach a separate sheet if more space is required

Note: CPA NL does not mediate issues related to fee disputes or monetary compensation.

5. COMPLAINANT DECLARATION

I declare to the best of my knowledge and belief the information and documents provided are true and correct.

I understand that CPA NL will disclose a copy of this complaint form, as well as all information and documentation it receives from me to the Respondent.

I understand that CPA NL does not provide mediation services nor investigate issues related solely to fee disputes.

Complainant Signature

Date

Once completed, please email your signed complaint form and all attachments to registrar@cpanl.ca or you may mail your complaint package, marked "private and confidential" to:

Attention: Registrar
Chartered Professional Accountants of Newfoundland and Labrador
95 Bonaventure Avenue, 5th Floor
St. John's, NL A1B 2X5