

## ACCOUNTING AND FINANCIAL REPORTING COUNCIL

### CONFIRMATION OF ERECTION OF A SIGNBOARD (FORM FIRM-SB)

---

**IMPORTANT:**

**Personal Data (Privacy) Ordinance:** The information requested in this confirmation may include personal data as defined in the Personal Data (Privacy) Ordinance (Cap. 486). Please refer to the "[Personal Information Collection Statement](#)" which sets out the policies and practices of the Accounting and Financial Reporting Council ("AFRC") with regard to any personal data provided.

---

**NOTE:**

This confirmation is required to be submitted to the AFRC within three months from the effective date of registration of the CPA firm.

---

**SUBMISSION OR ENQUIRIES:**

The completed confirmation form should be sent with all supporting documents by post to the AFRC:

Policy, Registration and Oversight Department  
Accounting and Financial Reporting Council  
10/F, Two Taikoo Place  
979 King's Road, Quarry Bay  
Hong Kong

For any enquiry, please contact the AFRC at +852 3586 7800 or e-mail [registration@afrc.org.hk](mailto:registration@afrc.org.hk).

---

---

Name of CPA firm: \_\_\_\_\_  
CPA firm registration no.: \_\_\_\_\_  
Registered office address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

---

**Declaration by the sole practitioner / senior partner of the CPA Firm:**

*(Please ✓ the box)*

I hereby, for and on behalf of the CPA Firm:

- declare that the above information is true and complete to the best of my knowledge and belief.
- declare that a signboard indicating my / our CPA firm name with the description of one of the following has been duly erected at the entrance of my / our registered office.

*(Please ✓ the appropriate box)*

- "Certified Public Accountant(s) (Practising)"  
 "Certified Public Accountant(s)"

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
*(Signature of the sole practitioner/senior partner of the CPA firm)* *(dd/mm/yyyy)*

Full name in BLOCK letters of the sole practitioner / senior partner: \_\_\_\_\_ Practising certificate no.: \_\_\_\_\_

---