

17 CAR § 235-506. Notification by licensees who are associated with a nonlicensed office or business.

(a)(1)(A) A licensee that is associated with a nonlicensed office or business which performs professional services as defined in Arkansas Code § 17-12-103(17) of the Public Accountancy Act of 1975, Arkansas Code § 17-12-101 et seq., shall notify the Arkansas State Board of Public Accountancy of such associations within thirty (30) days after the creation of the relationship.

(B) The notification must be in writing and clearly labeled "Notice of Association with an Unregistered Entity".

(C) A separate notice must be provided for each such association with a nonlicensed office or business.

(2) Notice must be similarly given by the licensee when the relationship terminates.

(b) Information to be contained in the notices shall include:

- (1) Name of the nonlicensed office or business;
- (2) Name and percentage of ownership for each owner of the nonlicensed office or business;
- (3) Name of the manager of the nonlicensed office or business;
- (4) Address and phone number of the nonlicensed office or business;
- (5) Nature of professional services performed;
- (6) Effective date of relationship or termination; and
- (7) Additional information that may be requested by the board.