



THE INSTITUTE OF COST ACCOUNTANTS OF INDIA
(STATUTORY BODY UNDER AN ACT OF PARLIAMENT)
FORM OF APPLICATION FOR THE ISSUE OR RENEWAL
OF A CERTIFICATE OF PRACTICE

FORM : M-3

To
The Secretary to the Council of
THE INSTITUTE OF COST ACCOUNTANTS OF INDIA
12, Sudder Street, Kolkata - 700 016

Sir,
I have already sent † a Cheque No.
am enclosing † Draft / Cash
dated for Rs. 1000 towards the fee for the Certificate of Practice for the period ending
31st March which may be issued to me
renewed at an early date.

*2 I declare that I am not engaged in any other business or occupation besides the profession of
Accountancy. If and when I intend to be so engaged I shall obtain the prior permission of the Council.

*3 I am engaged in other occupation as and propose
to continue to be so engaged in addition to the practice of accountancy for which the permission has already been obtained
your my letter No. dated
applied for vide

*4 I undertake that as and when I cease to be in practice I shall duly inform the Council as required by the Cost and Works
Accountants Regulations, 1959.

*5 I hold Certificate of Practice for the period ending 31st March

Yours faithfully

Place :

Date :

(Signature)

Membership Number M/

Name in full

Address

Landline Phone (with STD)

Mobile

E-mail

PLEASE ALSO FILL IN THE DECLARATION ON REVERSE

*Delete the para not applicable

† Delete words not applicable

P.T.O.

**WHILE APPLYING FOR CERTIFICATE OF PRACTICE OR FOR RENEWAL KINDLY
FILL IN THE FOLLOWING DECLARATION**

Place

Date

To
The Secretary to the Council of
THE INSTITUTE OF COST ACCOUNTANTS OF INDIA
12, SUDDER STREET, KOLKATA - 700 016

Dear Sir,

*I hereby declare that I am not holding salaried employment in any organisation or under any person and that I shall duly intimate to you if and when I take up such salaried employment.

I hereby declare that I am holding a salaried employment as
..... in M/s.
.....
.....
.....

*I also hereby declare that I am $\frac{\dagger \text{ holding}}{\dagger \text{ not holding}}$ Certificate of Practice as a Chartered Accountant under the Chartered Accountants Act, 1949.

*I also hereby declare that I am $\frac{\dagger \text{ holding}}{\dagger \text{ not holding}}$ Certificate of Practice as a Company Secretary issued by the Institute of Company Secretaries of India.

*I also hereby undertake to intimate to you if and when I obtain Certificate of Practice as $\frac{\dagger \text{ Chartered Accountant}}{\dagger \text{ Company Secretary}}$

*I also hereby declare that I am not an Advocate registered with any State Bar Council

I also hereby declare that I am an Advocate registered with Bar Council, that I have voluntarily suspended practice as Advocate vide letter No. dated from the said Bar Council and that I shall intimate to you if and when I resume practice as Advocate.

Name in full

Address

Yours faithfully,

Landline Phone (with STD)

(Signature)

Mobile

E-mail

Membership Number M/

*Please delete the paragraph not applicable

† Delete words not applicable