



CONFIRMATION REQUEST

PRIORITY PROCESSING

YOUR DETAILS (Person completing the form)

Name

Organisation

Contact number Email address

Record number (if applicable)

CANDIDATE DETAILS (Who is the information regarding)

Name/firm name

Previous name(s)

ICAEW number Date of birth
DD MM YYYY

Contact number Email address

All letters will be emailed and posted. Please supply address details below.

Letter to be addressed to

Postal address (optional)

If consent has been obtained from the candidate to release the information please tick here . Unless consent is given by the candidate, ICAEW will only supply information that is held in the public domain.

INFORMATION REQUIRED (Tick boxes as appropriate)

Basic information (please tick one)

- Member/firm** £15
- Student** £15
(consent required)

Additional information

- Date of admittance +£5
- PC/FCA status +£5
- ICAEW status, regulatory and disciplinary information +£20
- Exam sat Pass/Fail (students only) +£15
- Exams sat – Marks attained per paper (post 1995) +£40
- Training agreement (students only) +£10
- Credits/exemptions obtained (students only) +£15


Please note this is a non-refundable service. For any queries please contact our Members Administration team before submission on +44 (0)1908 248 250 or email membership.admin@icaew.com or **Skype icaew_uk**

PAYMENT METHOD

I enclose a cheque for £ made payable to **CHARTAC**

Send completed form and cheque(s) to **ICAEW Finance, PO Box 6173, MILTON KEYNES, MK10 1TW, UK**

To pay by telephone send the completed form by email to membership.admin@icaew.com and we will call you.

 **Using your personal information** We will treat your personal information in accordance with data protection legislation. We will use your information for administration, communication and research. To do this we may share your information with our business partners. We may transfer your information outside the European Economic Area (EEA) eg, to one of our offices. These countries may not have similar data protection laws to the EEA, so if we do transfer your information we will take the necessary steps to ensure that your privacy rights are still protected. For more information about our data protection policy please go to icaew.com/dataprotection

OFFICE USE: Checked

Processed