

Chapter Accy 4

ANNUAL REGISTRATION

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Accy 4.01 More than one office. A proprietorship, partnership or corporation with more than one office in Wisconsin is required to register only once.

History: Cr. Register, May, 1974, No. 221, eff. 6-1-74.

Accy 4.02 Individual and firm registration. All Wisconsin resident partners, stockholders and others with an equity interest in a firm of public accountants or certified public accountants must be registered as individuals. In addition, all resident firms with which they are associated must be registered except as noted in Accy 4.03, Wis. Adm. Code.

History: Cr. Register, May, 1974, No. 221, eff. 6-1-74; r. and recr. Register, February, 1976, No. 242, eff. 3-1-76.

Accy 4.03 Individual registration of sole proprietor. A sole proprietor practicing in his own name must register as an individual. One so registered may also register as a firm, if he chooses to do so.

History: Cr. Register, May, 1974, No. 221, eff. 6-1-74.

Accy 4.04 Names or designations not to be misleading. Applicants shall not submit for registration names or designations which are misleading.

History: Cr. Register, May, 1974, No. 221, eff. 6-1-74.

Accy 4.05 Applications for registration. Registration shall be by application which is to include such information relating to identification, professional competence, and conduct as may be specified by the board.

History: Cr. Register, May, 1974, No. 221, eff. 6-1-74.

Accy 4.06 Firms without office in this state. Firms without a bona fide office in this state may apply for registration if all partners, stockholders and others with an equity interest in the firm from the office responsible for the Wisconsin engagement or engagements have Wisconsin certified public accountant certificates and are properly registered to practice in Wisconsin. All other nonresident partners, stockholders and others with an equity interest in the firm must have certified public accountant certificates in good standing and be licensed to practice in the state of their resident office.

History: Cr. Register, May, 1974, No. 221, eff. 6-1-74; r. and recr. Register, February, 1976, No. 242, eff. 3-1-76.

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Accy 4.07 Reporting of nonresident partners. (1) Non-resident partners of firms registered to practice in Wisconsin, or their corporate counterparts, must be registered to participate as individuals in Wisconsin when such partner has direct responsibility and authority in the Wisconsin practice.

(2) Except as noted in (1) above, firms with a bona fide office in this state are not required to register non-resident partners, stockholders or others with an equity interest in the firm, but these must be reported in writing to the board at the time of annual registration and must be holders of certified public accountant certificates in good standing and be licensed to practice from the state or other state jurisdiction of their resident office.

History: Cr. Register, May, 1974, No. 221, eff. 6-1-74; r. and recr. Register, February, 1976, No. 242, eff. 3-1-76; am. Register, October, 1976, No. 250, eff. 11-1-76.

Accy 4.08 Fees. The annual fee for registration to practice for a calendar year or any part thereof effective for the year 1975 and thereafter shall be:

Individual	\$20.00
Firm	\$40.00

History: Cr. Register, May, 1974, No. 221, eff. 6-1-74; am. Register, October, 1974, No. 226, eff. 11-1-74.

Accy 4.09 Firms with a bona fide office in Wisconsin but no resident partner or stockholder. Firms with a bona fide Wisconsin office, as defined in Accy 1.502 (2) (c) 4, but with no Wisconsin resident partner or stockholder, may be registered to practice in Wisconsin. Firms so registered must have designated one or more partners or stockholders from the out-of-state office responsible for the practice from the bona fide Wisconsin office, as the managing partner (s) or stockholder (s) for the Wisconsin practice. Partners or stockholders designated must be registered properly to practice in Wisconsin. All other nonresident partners, stockholders and others with an equity interest in the firm must hold certified public accountant certificates in good standing and be licensed to practice in the state of their resident office.

History: Cr. Register, February, 1976, No. 242, eff. 3-1-76.

Accy 4.10 Registration of service corporations. (1) A service corporation, being a separate entity in its own right, must be registered as a firm if it is to practice in Wisconsin.

(2) All stockholders of a service corporation registered to practice in Wisconsin must also be registered to practice as individuals.

(3) Service corporations registered to practice must be in compliance with section 180.99 Wis. Stats. This includes proper registration with the secretary of state and the register of deeds for the county in which the firm is located or has its principal office, and the filing of the required annual report.

(4) The corporate name of a service corporation cannot be misleading by including a designation such as "and Company" or "and Associates" when there is only one stockholder.

(5) In accordance with section 180.99 (7) Wis. Stats., a service corporation with only one stockholder may have only one director, who shall be the stockholder and who shall serve both as president and treasurer.

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Other officers in this situation need not be certified public accountants or public accountants registered in Wisconsin, but such other officers cannot be stockholders. Such other officers must be reported at the time of annual registration, and the board informed within 30 days after any change in status.

History: Cr. Register, February, 1976, No. 242, eff. 3-1-76.

Accy 4.11 Late registration fee. (1) A late registration fee of \$20 for an individual and \$40 for a firm, in addition to the regular registration fee as prescribed in Accy 4.08, shall be charged to each individual and firm whose renewal registration is received after January 15 of the calendar year for which the renewal is applicable, or after 30 days from the date the individual or firm starts to practice or hold out services during a calendar year.

(2) Late registration fees shall be charged automatically and on an annual basis. For example, a practicing certified public accountant or public accountant who was required to register but did not register for a period covering 3 different years would be charged a late registration fee of \$20 for each of the 3 years, a total of \$60.

(3) Responsibility for timely registration is with the individual or firm practicing or holding out services and is not dependent on notification by the board. If not practicing or holding out services in any complete calendar year, or to the time of registration in the year, no late registration fee or penalty is applicable, as registration is not required.

(4) Penalties provided by section 442.11, Wis. Stats., may be applicable in addition to the provision of Accy 4.11.

History: Cr. Register, October, 1976, No. 250, eff. 11-1-76.