

## **Certified Public Accountant - Letter of Authorization**

In accordance with Section 14.2(d), Licensure by Endorsement, of the Illinois Public Accounting Act (Act), a letter of authorization may be issued to an applicant for a certified public accountant license upon receipt of the following:

- A completed and signed application for a certified public accountant license on forms available on the website;
- The application fee of \$120 for the certified public accountant license; and
- Certification from a jurisdiction of current licensure stating the date of issuance of the applicant's license and whether the records of the licensing authority contain any record of disciplinary action taken or pending.

The letter of authorization shall allow the applicant to perform accountancy activities as set forth in Section 8.05 of the Act for no longer than 6 months, or until denial of the application by the Department if sooner. Any individual performing accountancy activities under these guidelines shall be subject to discipline as if fully licensed under the Act.

The packet shall be mailed to IDFP, Attn: Cash Unit, 320 W Washington St 3<sup>rd</sup> Fl Springfield, IL 62786.

If there are questions please contact the Division Call Center at 1-800-560-6420.