**NOTIFICATION TO ICPAC OF NATURAL PERSONS   
EMPLOYED BY AN ASP**

|  |  |
| --- | --- |
| Name of ASP |  |
| Practising Certificate no. |  |

We, the above mentioned firm, for the purposes of maintaining a record with the natural persons providing administrative services as employees of ASPs licenced by ICPAC, hereby provide a list of all natural persons employed both by our firm and by wholly owned subsidiaries of our firm, who provide administrative services.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S/N** | **Employee’s name** | **ID No / Passport No** | **Country of issue** | **Address[[1]](#footnote-1)** |
| 1 |  |  |  |  |
| 2 |  |  |  |  |
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Declaration:

1. It is hereby confirmed that the persons named on the above table are employed by our firm or by wholly-owned subsidiaries of our firm, who provide administrative services in their duties as employees of the firm.
2. We have exercised every diligence to ensure that all information shown in the table above is correct, complete and precise at the time of the submission.
3. Should there be any alteration, addition or removal in the above table, an updated form will be submitted to ICPAC promptly.

|  |  |
| --- | --- |
| Signature: | ……………………………………………… |
| Name of signatory: | ……………………………………………… |
| Capacity of signatory: | ……………………………………………… |
| Date: | ……………………………………………… |

1. May include the personal or business address of the employee. [↑](#footnote-ref-1)