

Your declaration

I confirm that the information I have provided on this form (or supporting documentation) is true, complete and accurate to the best of my knowledge and none of the information requested or other material information has been omitted. I acknowledge that:

- i. if at any time I become aware that any information in this form (or supporting it) is incorrect or if it changes in any way, I will notify AAT immediately
- ii. I will inform AAT, within 30 days, if I am subject to insolvency, a criminal conviction, a civil sanction, or a disciplinary finding by another professional body
- iii. if any information in this application (or supporting it) is incorrect, the application may be invalid, and AAT's Council shall not be bound by any decision it has reached based on such information
- iv. AAT shall be entitled to suspend any licence exemption granted based on information in the application (or supporting it) whilst it investigates any reasonable concerns about my eligibility for a licence exemption
- v. I may be liable to enforcement action by AAT in respect of any information in this application (or supporting it) which is incorrect.

I understand if I am granted a licence exemption on the basis I am authorised and regulated by another accountancy body for the provision of services to clients, I am not eligible for anti-money laundering supervision by AAT and must at all times be supervised under the *Money Laundering, Terrorist Financing and Transfer of Funds (Information on the Payer) Regulations 2017* (as amended, updated or re-enacted from time to time) or the relevant anti-money laundering legislation within the jurisdiction where my business operates.

I understand that if I am granted a licence exemption on the basis I am providing services to other accountancy firms on a subcontractor basis only, I will have a subcontracting agreement in place at all times which clarifies my role and responsibilities, including arrangements for professional indemnity insurance, compliance with data protection legislation, and anti-money laundering policies, procedures and controls.

Signature (please type your full name)

I understand that if I am granted a licence exemption on the basis I am providing services that fall outside those outlined in Schedule 1 of the *Licensing Regulations*, I am not eligible for anti-money laundering supervision by AAT and, where necessary, must at all times be supervised under the *Money Laundering, Terrorist Financing and Transfer of Funds (Information on the Payer) Regulations 2017* (as amended, updated or re-enacted from time to time) or the relevant anti-money laundering legislation within the jurisdiction where my business operates.

I acknowledge that if I am approved as exempt from holding a licence, I will not have to pay the annual licence fee and will therefore not have access to the additional benefits and services for licensed members. I will not represent myself as being licensed by AAT or advertise my services in connection to AAT in any way.

I will inform AAT immediately if I no longer meet the requirements of the *Licence Exemption Policy* in force.

I acknowledge that as part of any disciplinary investigation or proceedings carried out by AAT, it may use the information in this form, contact relevant third parties to request information, and disclose to governmental and other professional bodies: the alleged misconduct, the findings of its investigations, and the outcome of disciplinary proceedings. I acknowledge that AAT may publicise disciplinary orders and the facts relating to them in accordance with the *Publication Policy* in force from time to time.

I acknowledge that when necessary to fulfil its role as a supervisory authority pursuant to the *Money Laundering, Terrorist Financing and Transfer of Funds (Information on the Payer) Regulations 2017* (as amended, updated or re-enacted from time to time) or for the detection of and prevention of criminal activities, AAT may disclose information about me to the relevant government departments and other enforcement and supervisory authorities.

I have read AAT's *Privacy policy* and understand fully how information provided on this form or in other correspondence with AAT will be used.

I acknowledge the declaration

Date

For more information about AAT's policies please refer to [aat.org.uk/membership/standards-requirements](https://www.aat.org.uk/membership/standards-requirements)

Returning your form

Please return your completed form, along with payment (if applicable) to:

Email: applications@aat.org.uk

You will hear from us within five working days. If you do not receive confirmation of receipt of your application within this time, or you have any questions, please don't hesitate to contact us. Email us at customersupport@aat.org.uk or call us on **+44 (0)20 3735 2468**. Lines are open 09.00 to 17.00 (UK time), Monday to Friday.