



SERIAL NO :
ORDER NO :

SWORN-IN CERTIFIED PUBLIC ACCOUNTANCY CERTIFICATION CONTRACT

SECTION I CONTRACT

DATE	NO	PERIOD	SUBJECT OF CERTIFICATION

SECTION II SWORN-IN CERTIFIED PUBLIC ACCOUNTANT

NAME-SURNAME (TITLE) :

TAX OFFICE	CODE OF TAX OFFICE(*)	REGISTRATION NO: FOR THE TAX OFFICE	STAMP NO	THE CHAMBER OF WHICH HE IS A MEMBER	REGISTRATION NO FOR THE CHAMBER

ADRESS

DISTRICT	STREET	APARTMANS NO	FLAT NO	POST OFFICE CODE NO

DISTRICT	PROVINCE	TELEPHONE	FAXSIMILE

SECTION III CLIENT

NAME-SURNAME (TITLE) :

TAX OFFICE	CODE OF TAX OFFICE	REGISTRATION NO: FOR THE TAX OFFICE

ADRESS

DISTRICT	STREET	APARTMANS NO	FLAT NO	POST OFFICE CODE NO

DISTRICT	PROVINCE	TELEPHONE	FAXSIMILE

*The column related with the code of tax office will be left empty.

SECTION IV

1.PURPOSE : It arranges and defines the relationship between the member of profession and the client according to the Law No:3568, The Law of Certified Public Accountancy and Sworn-in Certified Public Accountancy and the relevant Regulations.

2.THE SUBJECT MATTER AND THE SCORE OF ACTIVITIES TO BE PERFORMED

- a) The total sum of the fee decided upon for the services specified in the contract is TL and will be paid,
- b) Stamp duty related with the contract will be paid in the form of
- c) Fee is not inclusive of VAT
- d) All the expenses that will be made for the services rendered will be born by the client.
- e) In case the fee is not paid according to the contract the member of profession terminates, leaves off the work. He sues for his receivables unpaid, and inform the chamber so that no other member of profession does not accept the work.

3- THE PERIOD, DATE AND PLACE OF CONTRACT

This contract which is limited by the specified location will cover the time period/period This contract is made at the address in one copy and signed. The original copy is left to the member of profession and one copy approved by the member of the profession is given to the business owner. Should and legal conflict arises, the courts and courts of bankruptcy are authorised

4- THE MUTUAL RESPONSIBILITIES AND LIABILITIES OF THE PARTIES

- a) The member of profession will perform the services specified the contract in accordance with the relavant laws and regulations, professional ethical rules and generally accepted accounting principles. He could perform the services by himself as well as with other members of profession under his supervision. However in such a case he will not ask additional fee from the client. The client will not ask anybody else to carry our this service without taking the consent of the member of profession. In case the client attempts to do this, he should pay the total sum of fee to the member of profession.
- b) The client accepts the above specified address as the legal address. All the notifications that will be made by the member of profession to the client will be made to this address. The client is obliged to notify any changes in address to the member of profession within 3 days and the member of profession could not be regarded as responsible for any notification which does not reach to the client due to changes in address.
- c) The client is responsible to carry out any advice or warning by the member of profession that should be performed in accordance with laws and regulations. For the responsibilities that were not undertaken by the member of profession due to the negligence by the client, the member of profession will not be deemed responsible.
- d) The client will be responsible from the correctness of the information and documents related with the work under contract that would be submitted to the member of profession and the risks associated with the delay in submitting such information and documents in due time specied by the member of profession. The date and the procedure related with the submit of information and documents could be arranged under on additional protocol.
- e) The parties could repeal the contract in between the due to any valid reason or on mutual consent at any time. In such a case all the books and documents taken will be returned back to the client. The indemnities, compansations that would be claimed by the parties are subject to general rules of Law. The member of profession who terminates, leaves off the job that he is entitled to perform without and valid excuse should reimburse the fee that he has received for the service that should have been performed. He will not reimburse the expenses he has made in the name of the client.

5- SPECIAL CLAUSES

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NOTES :

- 1- The mutual responsibilities and liabilities of the parties stemming from the professional law and regulations mentioned in this contract and those special clauses set by the parties are included in the context of this contract.
- 2-This contract is to be typed out.

**Client
Stamp-Signature**

Stamps

**Member of Profession
Stamp-Signature**