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USE OUR ONLINE PAYMENT SYSTEM!

Remember that our online payment system is available for dues payments, in addition to our other payment methods: credit card (by mail or fax), cheque, money order, bank draft, Internet/telephone banking, and wire transfers.* To pay with your credit card online, simply go to the ICABC Secure site at www.ica.bc.ca/secure, log in, and choose the dues payment option.

*Details on payment options are provided on the back of the Statement of Membership Dues.

FAQs about dues and forms

1 How do I get a receipt?

If you pay for your dues online, you will receive an email confirmation (provided we have your current email address) and will get the option to print a receipt. If you choose not to print a receipt at that time, or if you pay your dues using one of our other payment methods, you can print a receipt by going to the Secure site homepage at www.ica.bc.ca/secure, after your payment has been processed (please allow several days for mail, banking, etc).

2 What happens if I can't pay by the deadline?

If you will not be able to pay your dues before May 31, 2010, please contact our Finance department to discuss alternative payment options. Otherwise, dues not paid by May 31, 2010, will incur a 10% penalty for each month in which they remain unpaid.

3 What if I have trouble signing in to the Secure site?

If you don't know or can't remember your ICABC Secure login, you can use the online "Reset password" function. If your email address is not on record with the Institute, or if the reset password function keeps timing out, you can contact the webmaster, Rita Mikusch, at mikusch@ica.bc.ca / 604-488-2618 / 1-800-663-2677 (toll free in BC) and ask her to reset your password.

4 Do I have to fill out a form if I'm already an 80-year member?

Yes. The 80-Year Declaration Form needs to be filled out annually. Please see the separate form entitled "Declaration Form," enclosed in this mailing.

5 How do I change my "Member Category"?

Please complete Part 2 of the enclosed Declaration Form, and also update your information on the Statement of Membership Dues.

6 My name has changed. How do I notify the Institute?

Please photocopy and mail, or scan and email your name change document to the attention of the Registrar (see "Contact" below).

7 How will the HST affect my member dues?

The GST was still in effect at April 1, 2010, when your member dues were billed. As a result, HST will not affect member dues billed on April 1, 2010.

8 Why is the penalty rate 10%?

The penalty of 10% was set by Council to act as a deterrent. The penalty is intended to try to minimize the considerable cumulative staff time diverted from member services/support to dues follow-up each year. It is a penalty—not an interest or financing charge.

9 How does the Institute protect my privacy?

The Institute adheres to the *Freedom of Information and Privacy Act* with respect to the collection, use, and disclosure of your personal information. We collect/update this information for our online Membership Directory and membership statistics, and to regulate the profession in accordance with the *Accountants (Chartered) Act* and the Institute's bylaws. This data may also be used to provide you with targeted information about products, services, and benefits provided by the ICABC and the CICA, or about issues facing the profession.

Contact us if you have questions about:

Dues and Member Records

Trina Vo, Accounts Receivable & Member Records
vo@ica.bc.ca or 604-488-2617**

Norina Ticman, Assistant Accountant/Member Records Coordinator
ticman@ica.bc.ca or 604-488-2616**

Waivers, Resignations, and Name Changes

Stephanie Langley, Registrar
langley@ica.bc.ca or 604-488-2636**

**Toll Free in BC: 1-800-663-2677

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Adding Value to Your Membership Each Year

1 Easy-to-access online resources that provide useful information

Check out the “Member Centre” at www.ica.bc.ca for information and advice on professional and technical matters, breaking news, changing standards, management tools, PD courses, forums, and more. Also, visit the CICA website at www.cica.ca for a range of resources, including job search functions, free electronic newsletters, and extensive standards information.

2 Extensive support on standards change

Standards change is a significant issue that will affect most members to some extent, as the transition to international standards for financial reporting (IFRS) affects public companies, and the transition to new accounting standards for private enterprises affects private entities. In addition, new standards for auditing are imminent, and changes are coming for not-for-profit entities as well. Accordingly, watch for updates in *Beyond Numbers* and *News & Views*; look for discussion groups, support tools, and extensive online resources; and keep checking in for a wide range of PD courses—from half-day or two-day introductory courses to multi-day conferences. And be sure to check the “Hot Topics” section on the website’s homepage for the latest news.

3 Strong personal connections with staff and peers

The ICABC offers personalized services through informal consultation by telephone or in person with Advisory Services staff. In addition, we host/sponsor member forums and roundtables organized by industry and/or practice area, as well as evening networking events. We also provide more than 630 PD courses in locations throughout BC, where you can learn from instructors and exchange ideas with peers. Be sure to check out these offerings at www.ica-pd.com, as well as the CICA’s conferences across Canada.

Fee Schedule 2010/2011

| Member Categories and Definitions | | ICABC | CICA | GST | TOTAL | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|-----------|----------|-----------|-------------|
| DUES | Deemed Resident - a member who resides in BC, or a member who resides in another province but is not a member of that provincial institute, and | | | | | |
| | <i>Prime</i> | pays CICA dues through the ICABC | \$575.00 | \$460.00 | \$ 51.75 | \$ 1,086.75 |
| | <i>Non-Prime</i> | pays CICA dues through another provincial institute | \$575.00 | - | \$ 28.75 | \$ 603.75 |
| | Non-Resident - a member who pays resident dues to another Canadian CA institute, or who resides outside of Canada, and | | | | | |
| | <i>Prime</i> | pays CICA dues through the ICABC | \$190.00 | \$460.00 | \$ 32.50 | \$ 682.50 |
| | <i>Non-Prime</i> | pays CICA dues through another provincial institute | \$190.00 | - | \$ 9.50 | \$ 199.50 |
| WAIVERS | 80-Year Waiver* - You may qualify for this waiver if the sum of your number of years as a CA plus your age equals 80 or more, AND your 2010 active income** is expected to be less than \$27,100. Submit the annual Declaration Form (enclosed in this mailing) to apply for the waiver. | | | | | |
| | | With Mail | \$ 60.00 | - | \$ 3.00 | \$ 63.00 |
| | | With Legal Mail Only | - | - | - | - |
| | 40-Year Waiver - If you have been a CA for 40 years or more, with at least 10 years as a BC member, you will have received a 40-year waiver automatically. | | | | | |
| | | With Mail | \$ 60.00 | - | \$ 3.00 | \$ 63.00 |
| | | With Legal Mail Only | - | - | - | - |
| | Financial Hardship or Medical Waiver* - You may qualify for exemption of your annual membership dues if you are experiencing financial hardship or have a full or partial medical disability. Submit the Application for Waiver of Membership Dues, providing supporting documentation, to qualify. This form is provided on the ICABC website at www.ica.bc.ca , under Member Centre>Dues and Waivers>Fee Reduction and Waivers. | | | | | |
| | Members Caring for Dependants* | | | | | |
| | | \$ 172.50 | \$ 138.00 | \$ 15.53 | \$ 326.03 | |
| You may qualify for a reduction in your membership dues if you are out of the workforce caring for dependants and your 2010 active income** is expected to be less than \$27,100. Submit the Application for Reduction of Membership Dues-Out of the Workforce Caring for Dependants to qualify. This form is provided on the ICABC website at www.ica.bc.ca under Member Centre>Dues and Waivers>Fee Reduction and Waivers. | | | | | | |

* Applications received without the required supporting documentation cannot be processed. Requests for retroactive reductions to membership dues for prior years will not be reviewed or granted.

** “Active income” includes gross income from all employment and director’s fees, and/or net income from self-employment. Active income does not include EI, pension income, investment income, support payments, or disability income. All other sources of income shall be considered “active.”

Payment Options

Online via Credit Card (VISA or MasterCard only)

An online payment system is available on the ICABC website at www.ica.bc.ca/secure. If you have registered your CPD hours online, please use the same password to log in. If using the site for the first time you can log in with your membership ID and your temporary password, which is the first 2 letters of your last name and your membership ID.

Credit Card (VISA or MasterCard only)

If you do not wish to pay online, please fax or mail us the credit card authorization section from the Statement of Annual Dues. Please retain your fax transmission report. Credit card information CANNOT be accepted verbally or by email. All charges will be processed in Canadian dollars.

Cheque/Money Order/Bank Draft

Your dues payment must be made payable to the ICABC. If you're paying by US cheque, please add 2% to the equivalent foreign exchange rate in order to compensate for exchange-rate fluctuations.

Internet/Telephone Banking

Payment can be made by Internet or telephone banking through ScotiaBank, Bank of Montreal, CIBC, Royal Bank, TD Canada Trust, and most major BC Credit Unions. Payment CANNOT be made at a branch or ATM.

Wire Transfers

Payments by wire transfer are only accepted from members residing outside of North America. Please contact Trina Vo at vo@ica.bc.ca for information.

TO AVOID LATE PENALTIES, PAY BEFORE MAY 31, 2010. Dues not paid by May 31, 2010 will incur a 10% penalty for each month in which they remain outstanding.

Don't risk losing your professional designation! If your dues and/or late penalty charge(s) remain outstanding as at August 31, 2010, you will be recommended to Council for suspension and ultimately for cancellation of your CA membership.

Area of Employment Information:

Public Practice (P/O)

Area(s) of practice (choose a maximum of two):

- Acct'g and Advisory Services (AA)
- Audit (BB)
- Tax (CC)
- Other (UU)

Industry (D)

Area of Practice (choose one):

- Self-Employment (E1)
- Fin'l Services/ Insurance/ Fin'l Planning (5B)
- Real Estate/Development/Construction (5D)
- Education (Instructor etc.) (A1)
- Information Tech/High Tech (5H)
- Natural Resources (5N)
- Not for Profit (5Y)
- Other (5S)

Industry (D)

Position (choose one):

- CEO/CFO/VP Finance (V1)
- Controller/Finance Manager (D1)
- Other (D4)

Other

- Government or Crown Corporation (Z)
- Not currently employed (N)
- Retired (A)

Before submitting your payment:

- Review your member information. Is it accurate and complete? If faxing in changes, please submit both sides of the form.
- Enclose the appropriate waiver or declaration form with your dues payment if you are applying for a waiver.
- Fill out the credit card authorization section from the Statement of Annual Dues if paying by credit card by fax or mail.