

PARTICIPANTS APPLICATION

SECTION I: GENERAL INFORMATION

Participants in the Excellence in Financial Reporting (FiRe) Award 2015 shall submit their Audited Annual Report and Financial Statement **(as issued for the Annual General Meeting or as presented to the parent Ministry)** in hard copy.

If you have questions either e-mail icpak@icpak.com or call the FiRe Award Technical Committee at +254 (0) 20 2304226/7.

1. Name of Entity¹: _____

2. Fiscal year Ended (month, day, year): _____

3. Is the entity a previous participant in the FiRe Award? Yes No

If yes, what was the most recent fiscal year? _____

4. Is the Entity listed on any Securities Exchange?

In Kenya Yes No

Outside Kenya Yes No

Official Requesting Review (receives detailed comments and suggestions for improvement, the Excellence in Financial Reporting (FiRe) Award certificate of participation which should arrive approximately 3 months after the gala dinner).

Contact-Person: _____

Designation: _____

Address for Correspondence: _____

Telephone: _____

Mobile: _____

Fax Number: _____

E-mail Address: _____

¹ As it appears on the report cover and will appear on the Certificates, if awarded

SECTION II: AUDITOR'S INFORMATION

Agency or Firm Name: _____

Street: _____

Address: _____

SECTION III: SUBMISSION INSTRUCTIONS

Please enclose **seven copies** of the Annual Report for the financial year ending on any day between 1 April 2014 and 31 March 2015 (both days inclusive) and a duly completed participant's application form (FORM A).

Entities are to be dropped at the following pick up points with the communication addressed to The FiRe Awards Technical Committee.

1. Public Sector Accounting Standards Board Secretariat on 5th Floor @ the National Treasury Building, Harambee Avenue.

ALTERNATIVELY

2. Delivery to FiRe Award Secretariat Addressed to:

*FiRe Award Technical Committee,
Institute of Certified Public Accountants of Kenya
P.O. BOX 59963 - 00200 Nairobi
Attention: Catherine Muema*

SECTION IV: AUTHORIZATION & DECLARATION

Annual Report and Financial Statements submitted for the competition are the same as those circulated to shareholders for the purpose of Annual General Meeting

With this application form we are officially submit our annual report and financial statements for Excellence in Financial Reporting (FiRe) Award 2015 review.

Signature of official

Date

Name & Designation



F I N A N C I A L R E P O R T I N G A W A R D

C. Category (Please tick the relevant box)

- Ministry, Departments & Agency
- Constitutional or Independent Office
- County
- State Corporation
- Others

Please send the completed Entry Form with relevant enclosures to:
FiRe Award Technical Committee,

Institute of Certified Public Accountants of Kenya

P.O. BOX 59963 - 00200 Nairobi

Tel: +254 (0) 20 2304226/7; 8068570/1. Mobile: +254 (0) 727 531006 / 733 856262 / 0721 469796/ 721469169 Fax: (020) 8562206

LAST DATE FOR RECEIPT OF ENTRIES IS FRIDAY 28 AUGUST 2015 (THIS DATE IS APPLICABLE TO PUBLIC SECTOR ENTITIES ONLY).