

[Date]

[Recipient Name]

[Recipient Title]

[Company/Organization Name]

[Street Address]

[City, State, Zip Code]

**Subject: Verification of Certified Public Accountant (CPA) Credentials**

To Whom It May Concern,

This letter is to formally verify the professional standing and licensure of the following individual:

- **Full Name:** [CPA Full Name]
- **CPA License Number:** [License Number]
- **State of Licensure:** [State]
- **Original Issue Date:** [Date]
- **Expiration Date:** [Date]

I confirm that the above-named individual is currently a Certified Public Accountant in good standing. Their license is active, and there are no recorded disciplinary actions or pending complaints against this license as of the date of this letter.

This verification is based on the current records available through the [State Name] Board of Accountancy.

Should you require any additional information or further documentation, please do not hesitate to contact our office at [Phone Number] or via email at [Email Address].

Sincerely,

[Signature]

[Printed Name]

[Title/Position]

[Organization Name]