

Sample
Support Documentation
For
CPA Alberta
Achievement Awards

Supporting Letters

Thank you for taking the time to submit a nomination for a deserving candidate for the CPA Alberta Achievement Awards.

The samples provided will help you understand what details are required in the supporting documentation for a thorough package, a vital component of a successful nomination. The quantity of letters is unimportant, rather quality endorsement letters should be considered and submitted with the nomination file.

The letters of support should adequately highlight the candidate's leadership and the exceptional nature of the candidate's performance. Letters are not required for each aspect of the candidate's career presented; rather they should present evidence of specific aspects of the candidate's leadership ability and/or the exceptional nature of his/her performance. Ideally, the letters would include the following:

1. A brief description of the organization, its work and role in the community.
2. The details of the nominee's involvement with the organization, including:
 - The role of the nominee
 - Significant accomplishments
 - The actions or duties the nominee took to achieve the accomplishment
 - The time commitment (if applicable)
 - The impact of the nominee's work on the organization

Other support materials:

Any emails, media clippings or publications can also be submitted. These items can reflect the same details as above or complement the factual information provided.

Please peruse the samples at your convenience. If you then have any further questions, please contact awards@cpaalberta.ca.



Creekside Dealership Ltd.

October 1, 2020

Nomination Committee
CPA Alberta
1900 TD Tower, 10088 – 102 Avenue
Edmonton, AB, T5J 2Z1

Dear Sirs:

Re: FCPA Nomination – George Laramiss , CPA, CA

I would support the nomination of George Laramiss for Fellowship and would comment on the honour George has brought to the profession through decades of steady, diligent service to his company, clients and subsequently our own company.

I had known George for many years as a private business owner in Edmonton and came to respect the man's integrity, maturity and wisdom through numerous contacts with him. In 2008 we decided to take our company public on the Toronto Stock Exchange and naturally began the process of searching out appropriate board members. George immediately came to mind, and after substantive discussions he agreed to sit on our board as Chairman of the Audit Committee. We successfully completed our IPO in December of 2008 and as everyone knows the world's financial markets collapsed very soon after we went public.

Throughout the next couple of years the financial strains and challenges presented were truly enormous, and without the wisdom and counsel of George Laramiss I wonder if we could have survived the enormous pressures presented, especially to a newly minted public entity. George's wisdom, advice and guidance certainly helped us through a very challenging time.

We not only survived the world financial crisis but have grown and prospered, taking our company from a top line sales volume of 300 million at IPO to nearly 1 billion in the four years since going public. George Laramiss shares in and has contributed to the success of Creekside Dealerships; we thank him and highly recommend he be bestowed this honor.

Yours truly

A handwritten signature in black ink, appearing to read 'Dan Strong'.

Dan Strong, C.E.O.

Creekside Dealerships Inc.

DS/jp

Waterton Smith LLP

Chartered Professional Accountants

123, 45612-123 Street

Edmonton AB T5K 1R2

October 10, 2020

Nomination Committee
CPA Alberta
1900 TD Tower, 10088 – 102 Avenue
Edmonton, AB, T5J 2Z1

Dear Committee Members:

Re: FCPA Nomination – George Laramiss, CPA, CA

We are providing this letter in support of the committee's consideration of George Laramis for the designation of Fellow of the Chartered Professional Accountants.

During his tenure with Waterton Smith, George was the managing partner and Senior VP of the Edmonton office from 1985 to 2005, when he retired. In fact, George started his career at WS straight out of University when he first became a CPA, CA. During this time, George exemplified strong leadership, and his energetic presence in the community was a catalyst for strengthening the reputation of the profession and the CPA brand. As our office leader, George was a consistent advocate for volunteerism, and was always able to generate enthusiasm amongst our several hundred partners and staff with respect to giving back to the community.

As we all know, audit quality continues to be pivotal in defining the CPA brand, and George was a leader in our international quality assurance program. In connection with this, George led a team of professionals to assess audit quality in our international office, where he was able to share knowledge and bring to bear the distinctive strengths of the Canadian CPA perspective. George' leadership and contribution to quality were recognized by that office and George was asked to return during his retirement, where he assisted the office on an audit quality related project.

We support the committee's consideration of George for the designation of Fellow of the Chartered Professional Accountants and believe that his experience and contribution to the reputation of the profession befit this recognition.

Respectfully Submitted,



Don E Gregory, BSC, FCPA, FCA

Partner

Ms. Fiona Turner

45 Bevinton Road

Edmonton AB T7K 1L2

Ph: 780 555-1233 email: fturner@gmail.com

Oct 15, 2020

Nominations Committee
CPA Alberta
1900 TD Tower, 10088 – 102
Avenue
Edmonton, AB, T5J 2Z1

Re: Nomination of George Laramiss, CPA, CA
To the Fellow Chartered Professional Accountants

Dear Committee,

In support of the nomination of George Laramiss, I offer the following details of his 30 year involvement with the Edmonton Rodeo Association.

In 1983, when I was on the Board of Directors of the Official Planning Committee, I asked George to help me on Opening Day to locate, saddle and escort the 20 -30 ex-Rodeo Queens and Princesses who made up the Official Greeting Brigade. In 1985, due to George's hard work, I requested that he be designated the top Rodeo Volunteer. In 1987, at my request, he was promoted to the position of Associate Director, which he held until 1994. In 1994, George was promoted to the position of Senior Associate Director and took over my position as Chair. He still holds this position to date.

As Chairman, George attends all monthly Rodeo meetings, contacts all ex-Queens and Princesses, and arranges for horses, carriages, tack and escorts for them during the Rodeo Parade. He works closely with the Queens Alumni Association and acts as a liaison between them and the Rodeo Committee.

It is difficult to put a time factor on the job but, having done it myself, I would say confidently that he spends a minimum of 75 – 100 hours a year on Rodeo matters.

For the past 30 years, George has been an outstanding volunteer with the Edmonton Rodeo Association, particularly with the Rodeo Parade Committee, and has brought honour and distinction to himself and his profession. I strongly endorse his nomination for Fellowship of the Chartered Professional Accountants.

If you should require any further information, please do not hesitate to contact me at the email or phone number provided below.

Sincerely,



Ms. Fiona Turner