

Letter of Undertaking

The following is the suggested wording for the letter of undertaking required as part of the arbitration process.

Complete this form and send it to CPA Alberta at the address below. Please print clearly.

Date:

Chartered Professional Accountants of Alberta
1900 TD Tower, 10088 – 102 Avenue
Edmonton, AB CANADA T5J 2Z1

Attention: Director, Professional & Career Services

Dear Sir or Madam:

Re: Fee Arbitration Between

(Client)

and

(CPA)

I confirm to you that _____ has paid into this firm's trust account the sum of
_____ (Name)
_____ to be held by me pending the report of the arbitration panel selected by
(Amount)

Chartered Professional Accountants of Alberta in proceedings currently pending between

and

I undertake to hold the aforementioned sum of money in trust pending receipt of a report, through CPA Alberta, from the arbitration panel, and upon receipt thereof will pay the said sum to the parties concerned in such amounts as the arbitration panel report directs.

Yours very truly,

Signature