



THE UNITED REPUBLIC OF TANZANIA

MINISTRY OF FINANCE



THE NATIONAL BOARD OF ACCOUNTANTS AND AUDITORS TANZANIA

(NBAA)

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41104 TAMBUKARELI,
DODOMA, TANZANIA

Our Ref: BA.217/332/01/46/

Date: 20th February, 2025

Dear Sir/Madam,

RE: REMINDER NOTIFICATION - OUTSTANDING ANNUAL SUBSCRIPTION FEES

This letter serves as a notice to remind you that you have not paid the annual subscription fees as of the date of this notice.

Clause 17(2) of the Accountants and Auditors (Registration) By-Laws, 2023 states that, ***"A registered member who fails to pay the prescribed subscription fee for two consecutive years from the date the fee is due shall, be deregistered by the Board"***.

You are now given **30 days** from the date of this letter to settle your outstanding annual subscription fee which is already posted in your account in the Membership and Examination Management System (MEMS). Please check your outstanding balance, generate control number and pay for it.

Take note that, if your outstanding fee remains unpaid after expiry of **30 days** from the date of this letter, the Board may commence deregistration process by issuing public notice of intention to deregister you. This will include publishing all names of defaulters in the NBAA website (www.nbaa.go.tz).

To verify your outstanding fees amounts and make payments, login to your MEMS account and check in the Bills>> Subscription Bill menu. This letter has been sent through registered email address in the MEMS Account of each member. Ignore this notice if you have no any outstanding annual subscription fee.

Please pay your outstanding fee to avoid deregistration or other inconveniences.

Yours sincerely,

CPA Pius A. Maneno
EXECUTIVE DIRECTOR



Member of International Federation of Accountants (IFAC) & Pan African Federation of Accountants (PAFA)

All communication to be addressed to the Executive Director NBAA
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