

THE UNITED REPUBLIC OF TANZANIA



MINISTRY OF FINANCE

THE NATIONAL BOARD OF ACCOUNTANTS AND AUDITORS
TANZANIA (NBAA)

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4 MAHAKAMA ROAD, AUDIT HOUSE,
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P. O. BOX 1271;
41104 TAMBUKARELI;
DODOMA, TANZANIA;

In reply please quote:

Ref. No. BA.217332/01/53

Date: 10th March, 2026

Re: OUTSTANDING ANNUAL SUBSCRIPTION FEES

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”***.

2. 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.

3. 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.

4. **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).

5. To verify your registration number, go through the list of members that have not paid their annual subscription fees in the NBAA website. 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.

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

7. 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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