

**APPLICATION FOR PLACEMENT/RENEWAL ON THE ROSTER OF INDEPENDENT AUDITORS
AUTHORIZED TO CONDUCT AUDITS OF MONTANA LOCAL GOVERNMENT ENTITIES**

The period from July 1, 2026, through June 30, 2027

Firm Name:

Address:

Telephone:

E-Mail Address:

Section 2-7-506, MCA, and the Administrative Rules of Montana require that public accountants conducting audits of Montana local government entities under the provisions of Title 2, Chapter 7, Part 5, MCA, apply and be accepted for placement on a roster of independent auditors authorized to conduct such audits that the Department of Administration maintains. Required qualifications for placement or renewal on the roster can be found in [ARM 2.4.406](#).

Please provide the following information:

- **Date of Last External Quality Control Review or Peer Review:**
- **Period Covered by that Review:**
- **Attach copies of (1) the review report (opinion letter) and (2) the acceptance letter from the peer review administrative agency or body.**

If an external quality control review or peer review has yet to be conducted for your firm within the past three years, indicate below the planned date of your initial or next review and the period the review will cover.

- **Date of Planned External Quality Control Review or Peer Review:**
- **Period Covered by that Review:**

Public accountants applying for placement or renewal on the roster must pay the Department an annual fee of \$100. Complete this form and return it with your check in the amount of **\$100.00** made payable to "**Local Government Services Bureau**" to:

Montana Department of Administration
Local Government Services Bureau
PO Box 200547
Helena, MT 59620-0547

I certify that the above information is true and correct to the best of my knowledge and belief and that this firm meets the criteria for inclusion on the roster specified in the Administrative Rules of Montana.

Signature of Partner, Shareholder, or Other Authorized Representative

Date

Printed Name and Title of Firm Authorized Representative

Is your firm interested in being pre-qualified to submit proposals for audits of State agencies contracted for by the Legislative Audit Division?

Yes

No

Indicate if your firm specializes in, and/or exclusively conducts audits for certain types of local governments (ex: School Districts, Housing, or Airport Authorities):

The Department of Administration estimates it will take approximately five days to process and act on a correctly completed application form for placement/renewal on the roster of independent auditors authorized to conduct audits of Montana's local government entities.

