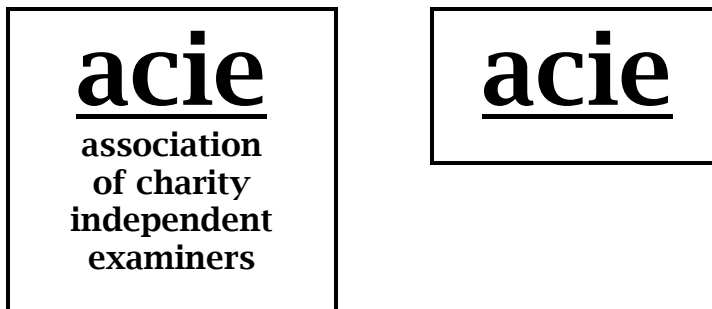


## Use of ACIE logo by Full Members

**1 Logos**

- 1.1 Either logo can be provided as a jpeg image by the ACIE Office and can be reduced to whatever size is appropriate as long as it remains legible. It is recommended that the simpler logo is used when a very small format is required.

**2 Accompanying text - approved options**

- 2.1 The logo must be used in conjunction with approved text.
- 2.2 The approved text must include the name of the individual who is a Full Member of ACIE. Reference to his/her Full Membership can be general or to the specific Category of Full Membership. Thus:
- 2.2.1 [Your Name] is a [Full Member/Fellow/Associate] of ACIE; or (where appropriate)
- 2.2.2 Independently examined by [Your Name] who is a [Full Member/Fellow/Associate] of ACIE.
- 2.3 Any (or none) of the following may also be used:
- 2.3.1 ACIE - promoting excellence in independent examining
- 2.3.2 see [www.acie.org.uk](http://www.acie.org.uk)
- 2.3.3 Registered Charity in England & Wales No 1139609 and in Scotland No SC039066; Company No 7461134. Registered Office: 4-6 Grimshaw Street, Burnley, BB11 2AZ
- 2.3.4 ACIE is an association for people who carry out independent examination of charity accounts within the UK. It gives support to independent examiners, and provides information relevant to their work.

**3 Text only**

Any of the text at Clause 2.2 can be used on its own (together with any text from Clause 2.3), without an accompanying ACIE logo, in the circumstances described at Clause 5.

**4 Where the logo cannot be used**

- 4.1 The logo must not be used in a way which could mislead readers into thinking that:
- 4.1.1 someone is a Full Member of ACIE, if they are not;
- 4.1.2 that a firm or organisation, as opposed to an individual, has Full Member status (see also ACIE Code of Ethics, 10.2 and 10.3).
- Should there be a likelihood of either of these situations arising; the logo must not be used.

## **5 Where the logo can be used**

- 5.1 Subject to Clause 4, the logo may be used:
  - 5.1.1 on letterheads, compliment slips and related office stationery;
  - 5.1.2 on promotional materials;
  - 5.1.3 on Full Members' websites and other IT-based promotional arenas;
  - 5.1.4 on reports/accounts where there has been no IE (for example, where the charity is exempt from external scrutiny) but where the Full Member has prepared the final accounts and the charity agrees to the use of the logo, together with the wording in Clause 2.2.1.
  - 5.1.5 on reports/accounts where the Full Member is the Independent Examiner and where the charity agrees to the use of the logo, together with the wording in Clause 2.2.2.
- 5.2 Where the Full Member has been involved in the preparation of a charity's accounts, but someone else has carried out the IE, the ACIE logo should not be used, in order to avoid confusion.
- 5.3 If a Full Member wishes to use the ACIE logo in any other way, he/she must seek approval from ACIE before doing so.