

Preparing for the Board of Tax Appeals

This one-day course will provide an overview on defending a case before the Board of Tax Appeals (BTA). Participants will learn about the appeals process and what they can expect when a case goes to the BTA. The instructor will also share her insight on effective case preparation and best practices when appearing before the BTA. Topics include:

- History and organization of the BTA
- BTA processes and procedures
- How to prepare your case
- Suggestions for appearances
- Exhibits and witnesses

Instructors: Chelsea E. Kidney – Tax Commission
Dates: Tuesday, January 7
Location: Executive Dining Room (EDR) in Central Plaza –
Washington Group Complex
Hours: 7