

IRS Stakeholder Liaison presents:

National Phone Forum

The Field Audit Process: Working Together Toward a Mutual Commitment Date

Date: September 17, 2008

Cost: FREE

Location: The convenience of your home or office

This IRS phone forum is for

- Tax professionals
- Attorneys
- Payroll professionals
- Industry partners

Learn about the field audit process

- How the IRS selects returns for field examinations
- The different phases of a field examination
- Mutual Commitment Date definition
- How an MCD facilitates an examination
- Roles and responsibilities during the examination

Earn Continuing Professional Education credit

- Enrolled agents receive one CPE credit for a minimum 50-minute participation from the start of the forum.
- Other tax professionals may receive credit if the phone forum meets your organization's or state's CPE requirements.
- To receive credit, register individually and use your PIN.
- Call in using your individual phone line so your attendance can be verified.
- Look for your Certificate of Completion by e-mail approximately one week after the forum. If you have met all requirements, you will receive your certificate automatically; there's no need to follow up.
- If you and others in your office do not require a CPE certificate, please **have only one person register** on the group's behalf and use your speaker phone to dial in. This will maximize the number of lines available for other participants and help reduce costs.

Sign up now! Here's how:

- Select the time that works best for you
Note: Time zones shown are Daylight Saving Time.

CONFERENCE ACCESS CODE	EASTERN	CENTRAL	MOUNTAIN	PACIFIC
130409	10 a.m.	9 a.m.	8 a.m.	7 a.m.
450562	1 p.m.	Noon	11 a.m.	10 a.m.
452905	4 p.m.	3 p.m.	2 p.m.	1 p.m.

- Register at www.atevent.com. Reservations are limited, so register at the earliest date possible.
- You will receive a Personal Identification Number that you must use to join the conference.
- If you have never registered with AT&T for a prior phone forum, you will first need to click on *create a profile*.
- Register by September 13, 2008. Reservations are limited so register early.
- If you require special accommodations (for example, Braille, large print or interpreter services) please contact Shane Ferguson at nationalphoneforum@irs.gov.
- We will e-mail presentation materials the day before the forum. **If you do not receive this e-mail by noon the day before the event please**, e-mail us at nationalphoneforum@irs.gov to request the materials.

Dial in on September 17, 2008

Toll free: 1-866-216-6835

Toll: 1-913-227-1220

- Dial in 3 to 5 minutes before the scheduled time
- Enter your access code, then the pound (#) sign
- Enter your PIN, then the pound (#) sign
- Your line will be placed on hold until the conference begins

A question and answer period will follow the presentation. However, due to the public nature of the call, we will not be able to address specific client issues.

Questions? E-mail nationalphoneforum@irs.gov