



POWERING AMERICA'S TAX EXPERTS

**NAEA CALL FOR SPEAKERS**

**2016 NATIONAL TAX PRACTICE INSTITUTE™  
LAS VEGAS  
AUGUST 1-3, 2016**

Please answer all questions, typing your response if possible.

All applicants must be enrolled agents, CPAs or tax attorneys with representation expertise.

A formal application is required for ALL interested speakers. Please contact Alex Rosen in the Education Department with any questions at [arosen@naea.org](mailto:arosen@naea.org) or (202) 822-9254.

Applications are due to Alex by Wednesday, September 30, 2015.

<b>Last Name</b>	<b>First Name</b>	<b>Initial</b>
<b>Street Address</b>		
<b>City, State and Zip</b>		
<b>Preferred Contact Number</b>	<b>Best Time to Call</b>	
<b>E-mail Address</b>		

**Returning speakers only need to answer questions 1-10.**

**This application is for NTPI - Representation topics ONLY. A separate application will be available very shortly for the Tax Practice Track.**

## NTPI Speaker Application

**1. Please indicate the appropriate professional category:**

- |   |  |
|---|--|
| <input type="checkbox"/> Enrolled Agent | <input type="checkbox"/> Certified Public Accountant |
| <input type="checkbox"/> Tax Attorney   | <input type="checkbox"/> Other _____                 |

**2. Are you an NAEA member in good standing?**       Yes       No

\*Please note, whenever NAEA engages the services of any enrolled agent at any educational event, that EA must be a member of NAEA. Attorneys and CPAs are encouraged to be associate members.

**3. Please check the level of NTPI in which you prefer to speak: (check all that apply)**

- |  |   |
|--|---|
| <input type="checkbox"/> Level 1 (introductory)                | <input type="checkbox"/> Level 3 (advanced) |
| <input type="checkbox"/> Level 2 (team-based and intermediate) | <input type="checkbox"/> Graduate Level     |

**4. Select your area(s) of subject matter expertise:**

\*\*Checking a subject indicates a willingness to teach/develop material in this category. Additional areas of expertise that apply to taxpayer representation can be attached.

- |   |   |
|---|---|
| <input type="checkbox"/> Exam Appeals                               | <input type="checkbox"/> Non-Filers                                   |
| <input type="checkbox"/> Audits                                     | <input type="checkbox"/> OIC  |
| <input type="checkbox"/> Bankruptcy                                 | <input type="checkbox"/> Penalties                                    |
| <input type="checkbox"/> Collections                                | <input type="checkbox"/> Research                                     |
| <input type="checkbox"/> Criminal Tax Representation                | <input type="checkbox"/> Tax Court                                    |
| <input type="checkbox"/> Ethics                                     | <input type="checkbox"/> Trust Fund Recovery                          |
| <input type="checkbox"/> Innocent Spouse ____Intro or ____Advanced* | <input type="checkbox"/> Representation in Community Property States* |
| <input type="checkbox"/> International Tax Issues                   | <input type="checkbox"/> Interactive Advanced Appeals*                |
| <input type="checkbox"/> Case Evolution with a Flowchart Approach*  | <input type="checkbox"/> Collection Appeals                           |
|   | <input type="checkbox"/> Other _____                                  |

*\*Please provide an outline and course description*

**5. NAEA is considering including practice management courses in the NTPI program. If you are interested in teaching this topic, briefly describe the content of your course.**

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**6. NAEA's hourly rate for speakers is \$270 per hour.**

Please initial \_\_\_\_\_

**7. PowerPoint is an integral part of our program. Do you plan to use it?**

- Yes       No

**8. Course materials will be provided to attendees in a secured electronic format. Students have also expressed interest in having electronic copies of PowerPoint presentations for note-taking. Are you willing to allow NAEA to provide PowerPoint presentations to students in PDF format?]**

- Yes       No

9. NAEA periodically records Level 1 classes for our online education in order to make the classes available to a wider audience. If NAEA wishes to record your class, would you be willing to do so?

Yes       No       Depends      Please explain \_\_\_\_\_

10. In order to effectively plan for the upcoming program, deadlines are vital. If you are selected, the contract, a 70-word description of the class, and your complete bio must be returned to NAEA by January 20, 2016. Are you able to meet this deadline?

Yes       No

11. How long have you been a tax practitioner? \_\_\_\_\_ year(s)

12. Are you an NTPI Fellow?       Yes    No

13. List your educational background and areas of occupational experience. If more space is needed, use additional pages.

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14. Have you previously taught at the NAEA National Conference?  Yes, \_\_\_\_\_ years       No

NAEA State Affiliate:  Yes, \_\_\_\_\_ Affiliate       No

NAEA Local Affiliate:  Yes, \_\_\_\_\_ Affiliate       No

15. Please attach a list of your speaking engagements from the past three years. Be sure to note the topic and organization, particularly any instruction for NAEA and state affiliates\*.

16. Provide the following information for two people who can provide a recommendation on your speaker/instructor skills, specifically in the area of tax representation. One can be NAEA/Affiliate.

1. Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Organization: \_\_\_\_\_

2. Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Organization: \_\_\_\_\_

**Reminder -- Please be sure to attach:**

- A list of your speaking engagements for the past three years, including topics and audience
- Any details for a specific class that you are interested in teaching beyond the list provided

All forms should be returned to the NAEA office no later than Wednesday, September 30, 2015. Send application to Alex Rosen by email (preferred) at [arosen@naea.org](mailto:arosen@naea.org) or fax to (202) 822-6270. Please contact Alex at (202) 822-9254 if you have any questions. The 2015-2016 NTPI Planning Committee will review all completed applications. **We anticipate contacting speakers in early January.**

**Please note the following critical deadlines for NTPI speakers (financial penalties apply for missed deadlines):**

- January 20, 2016 – contract, course description, and bio due
- June 6, 2016 – draft materials due
- June 27, 2016 – final materials due
- July 11, 2016 – final PowerPoint due