




Basics of Sales and Use Tax 2023 Agenda

June 21-23, 2023

Chicago, IL

Breakfast, lunch, and all course sessions held in the 2nd floor President's Hall

Wednesday, June 21, 2023

8:00 AM – 8:30 AM	Continental Breakfast
8:30 AM – 9:30 AM	Introductions & Course Overview
9:30 AM – 10:00 AM	Definitions
10:00 AM – 10:15 AM	Break
10:15 AM – 12:15 PM	Nexus and Constitutional Provisions
12:15 PM – 1:15 PM	Lunch
1:15 PM – 2:30 PM	Nexus Case Study
2:30 PM – 2:45 PM	Streamlined Sales Tax Project
2:45 PM – 3:15 PM	Registration
3:15 PM – 3:30 PM	Break
3:30 PM – 4:00 PM	Tax Base
4:00 PM – 5:00 PM	Exemptions & Incentives
5:30 PM – 7:00 PM	Welcome Cocktail Reception  – President's Hall, 2 nd Floor



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Thursday, June 22, 2023

8:00 AM – 8:30 AM	Continental Breakfast
8:30 AM – 9:15 AM	Career Options in Sales Tax
9:15 AM – 10:15 AM	Industry Overview
10:15 AM – 10:30 AM	Break
10:30 AM – 12:15 PM	Industry Overview
12:15 PM – 1:15 PM	Lunch
1:15 PM – 1:45 PM	Registration Case Study
1:45 PM – 3:00 PM	Industry Breakout Sessions - Industries TBD
3:00 PM – 3:15 PM	Break
3:15 PM – 5:00 PM	Audits



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Friday, June 23, 2023

8:00 AM – 8:30 AM	Continental Breakfast
8:30 AM – 9:00 AM	Use Tax Accrual
9:00 AM – 10:15 AM	Audit Case Study
10:15 AM – 10:30 AM	Break
10:30 AM – 11:00 AM	Tax Research Tools
11:00 AM – 11:30 AM	Drop Shipments
11:30 AM – 12:00 PM	Ethics
12:00 PM – 1:00 PM	Lunch
1:00 PM – 1:50 PM	Tax Automation
1:50 PM – 2:50 PM	Sales Tax Compliance
2:50 PM – 3:00 PM	Course Wrap Up