

CYA – Covering Your Assets

This Full-Day seminar will combine the functions of the filing of a personal property declaration by a Certified Public Accountant from the financial records of a fictitious company, the review and processing by the assessor and a complete audit by a certified auditing firm. The seminar will be divided into four segments as follows:

1. The first segment will be presented by Kaliopé Emmanouil, CPA, CGMA from the firm of Bailey, Moore, Glazer, Schaefer & Proto, LLP. Kaliopé will guide the audience through each step of filling out a declaration from the actual financial records of a fictitious client company. She will raise many questions in the process as she decides which assets or costs should not be included on the declaration as taxable, such as leasehold improvements, transportation and installation costs, sales taxes, and fully depreciated assets to name a few. Her segment will conclude with a completed declaration submitted to the assessor.

Proposed Time: 2.0 Hours

2. The second segment will be presented by Joseph Dakers, CCMA II, West Hartford Assessor. Mr. Dakers will accept the declaration and review the document for inclusion into the personal property grand list, and he will highlight for the audience issues to look for when trying to determine the accuracy of a declaration. Here again a discussion of leasehold improvements, transportation and installation costs, sales taxes and fully depreciated assets will be presented from the point-of-view of the assessor. His segment will conclude with a referral to a personal property auditor for a complete audit of the company's declaration.

Proposed Time: 1.0 Hour

3. The third segment will be presented by Mr. Renato Berisha and Tom Tucker, PPS of the firm Tax Management Associates, who will perform the audit. They will guide the audience through each step of a full audit and reconciliation of the company's declaration to the financial records. His Audit will include meeting with the Company's accountant to discuss issues raised by the audit as well as a simulated physical inspection of the company's facility. His segment will conclude with the presentation of his findings to the assessor.

Proposed Time: 2.0 Hours

4. The fourth segment will be presented as a panel discussion by our speakers, who will attempt to resolve any issues brought out by the audit. The audience will be encouraged to participate, and the segment will conclude with a question and answer period.

Proposed Time: 1.0 Hour