

Drafting Committee to Revise the Uniform Division of Income for Tax Purposes Act
(UDITPA)
Guidelines for Participation by Observers

The Uniform Law Commission greatly values the participation of observers in our drafting processes, and we very much solicit the active participation of all who are interested in any of our drafting projects. We solicit that participation both by personal attendance at public meetings of our drafting committees and through written comments about the work of a committee or any drafts or other documents that a committee develops.

It is particularly important that a wide range of interested groups participate in the new project to revise the Uniform Division of Income for Tax Purposes Act (UDITPA), and we strongly encourage both attendance by observers at meetings and the submission of written comments. Information about the work of the UDITPA Drafting Committee, including any materials that the Committee has prepared for distribution and comment, may be found on the ULC website: www.nccusl.org.

Because we anticipate that a large number of observers will be interested in participating in the revision of UDITPA, the Drafting Committee has established the following Guidelines for Participation by Observers.

- 1) Registration as an Observer Anyone who wishes to be listed as an Observer, and thereby able to receive electronically all notices of meetings and public documents distributed by the Drafting Committee, may submit a request to be listed as an Observer to Leang Sou, Uniform Law Commission Meetings Manager, at leang.sou@nccusl.org or 312-450-6606. The request should provide the individual's name, the organization or entity with which the Observer is associated, a mailing address, telephone number and e-mail address.

- 2) Attendance at Public Meetings of the Drafting Committee

(A) Subject to limitations of seating capacity and fire codes, any person who wishes to attend may sign up, either in advance or at the meeting. Persons who have signed up in advance will be given preferential seating. Registered Observers will receive notice of all public meetings of the Committee and may sign up to attend by responding to the e-mail notice.

(B) If more people wish to attend than can be accommodated, limits may be imposed on the number of persons who may attend on behalf of any entity or association of entities, regardless of when they signed up.

- 3) Written Submissions

(A) Must be submitted in electronic form to the Chicago office of the ULC [to kristina.shidlauski@nccusl.org] and/or to katie.robinson@nccusl.org] and, unless the submission is inappropriate, it will be posted on the ULC public website and become a part of the permanent records of the Drafting Committee;

- (B) Must state the name of the person or persons who prepared the submission;
- (C) Must state the name of the person or entity for whom the submission was prepared and submitted; and
- (D) If the entity for whom the submission was prepared is an association of otherwise unrelated entities, state the names of all the constituent members of the association.

3) Oral Presentations

- (A) May be made only upon recognition by and permission from the Chair, and may be limited in time and subject matter in the discretion of the Chair;
- (B) Must be preceded by a statement of the presenter's name, his or her professional affiliation, if any, and the name or names of all persons or entities on whose behalf the statement is being presented; and
- (C) The number of persons who may speak on behalf of any entity or association may be limited in the discretion of the Chair.
- (D) A list of members of any association for whom the presentation is being made may be submitted to the ULC or the Chair in advance of the presentation.