

**Communications & Liaison
 Nationwide Tax Forums
 2010 Customer Satisfaction Survey Schedule**

| ACTIVITIES | DATES & LOCATIONS OF TAX FORUMS: | | | | | |
|---|----------------------------------|-------------|-------------|--------------|---------------|----------------|
| | Atlanta, GA | Chicago, IL | Orlando, FL | New York, NY | Las Vegas, NV | San Diego, CA |
| | June 21-24 | July 12-15 | July 26-29 | Aug 9-12 | Aug 23-26 | Aug 30 - Sep 2 |
| Prepare List of Attendees | | | | | | |
| Forward to Vendor | 7/9/2010 | 7/30/2010 | 8/13/2010 | 8/27/2010 | 9/10/2010 | 9/17/2010 |
| Program list | 7/13/2010 | 8/3/2010 | 8/17/2010 | 8/31/2010 | 9/14/2010 | 9/21/2010 |
| Administer Survey & Collect/Maintain Results | | | | | | |
| Send Survey via E-mail to respondents | 7/19/2010 | 8/9/2010 | 8/23/2010 | 9/7/2010 | 9/20/2010 | 9/27/2010 |
| End of data collection | 8/9/2010 | 9/2/2010 | 9/13/2010 | 9/28/2010 | 10/11/2010 | 10/18/2010 |
| Analyze & Report Results | | | | | | |
| Prepare Draft Report | | | | | | 11/17/2010 |
| Review | | | | | | 11/29/2010 |
| Consolidate comments & Forward to Vendor | | | | | | 12/6/2010 |
| Prepare Final Report | | | | | | 12/13/2010 |

ATTACHMENT A