

# TENNESSEE DEPARTMENT OF REVENUE

## 2015 Tax Workshops for New Businesses

The Tennessee Department of Revenue sponsors **free tax workshops for new businesses** at the following offices on the dates indicated below. These sessions normally include business tax, sales and use tax, and issues regarding tax enforcement from the Department of Revenue, as well as a presentation from the Department of Labor and Workforce Development on state unemployment tax.

*\*\* At some workshops, tangible personal property tax may also be included. \*\**

Please call the office nearest you to discuss the workshop location, times, agenda, etc. These workshops are recommended primarily for new business owners, but may be beneficial to established business owners as well.

Month	Nashville	Chattanooga	Memphis	Johnson City	Knoxville
January	Wednesday, 21 <sup>st</sup>	Wednesday, 14 <sup>th</sup>	Thursday, 8 <sup>th</sup>	Thursday, 8 <sup>th</sup>	Wednesday, 14 <sup>th</sup>
March	Wednesday, 11 <sup>th</sup>	Wednesday, 11 <sup>th</sup>	Thursday, 5 <sup>th</sup>	Thursday, 12 <sup>th</sup>	Wednesday, 18 <sup>th</sup>
May	Wednesday, 13 <sup>th</sup>	Wednesday, 13 <sup>th</sup>	Thursday, 7 <sup>th</sup>	Thursday, 14 <sup>th</sup>	Wednesday, 13 <sup>th</sup>
July	Wednesday, 8 <sup>th</sup>	Wednesday, 8 <sup>th</sup>	Thursday, 9 <sup>th</sup>	Thursday, 9 <sup>th</sup>	Wednesday, 15 <sup>th</sup>
September	Wednesday, 9 <sup>th</sup>	Wednesday, 9 <sup>th</sup>	Thursday, 10 <sup>th</sup>	Thursday, 10 <sup>th</sup>	Wednesday, 16 <sup>th</sup>
November	Wednesday, 18 <sup>th</sup>	Wednesday, 18 <sup>th</sup>	Thursday, 5 <sup>th</sup>	Thursday, 12 <sup>th</sup>	Wednesday, 18 <sup>th</sup>

### The workshops are held at the following locations:

**Nashville:** Ground Floor Training Room, 44 Vantage Way, Suite 160, Nashville, Tennessee, 37243. **Contact Person:** Dayna Patzner. **Telephone:** (615) 532-4975. **Fax:** (615) 741-1731. **Mailing Address:** Tennessee Department of Revenue, Taxpayer Services Division, Andrew Jackson State Office Building, 8th Floor, 500 Deaderick Street, Nashville, Tennessee, 37242.  
**Workshop Registration:** 8:30 a.m. Workshop begins at 9:00 a.m. and ends at approximately 12:30 p.m.

**Chattanooga:** 1301 Riverfront Parkway, Suite #250.2, Chattanooga, Tennessee, 37402. **Contact Person:** Sonya Hawthorne. **Telephone:** (423) 634-6266. **Fax:** (423) 634-3001. **Mailing address:** Tennessee Department of Revenue, Taxpayer Services Division, 1301 Riverfront Parkway, Suite #203, Chattanooga, Tennessee, 37402.  
**Workshop Registration:** 8:00 a.m. Workshop begins at 8:30 a.m. and ends at approximately 1:15 p.m.

**Memphis:** Memphis Training Room of the Renaissance Business Center, 555 Beale Street, Memphis, Tennessee, 38103. **Contact Person:** Efrem Simmons. **Telephone:** (901) 213-1400. **Fax:** (901) 213-2675. **Mailing address:** Tennessee Department of Revenue, Taxpayer Services Division, 3150 Appling Road, Bartlett, Tennessee, 38133.  
**Workshop Registration:** 8:30 a.m. Workshop begins at 9:00 a.m. and ends at approximately 12:00 p.m.

**Johnson City:** Tennessee Department of Revenue, 204 High Point Drive, Johnson City, Tennessee, 37601. **Contact Person:** Leona Kimery. **Telephone:** (423) 854-5321. **Fax:** (423) 854-5377. **Mailing address:** Tennessee Department of Revenue, Taxpayer Services Division, 204 High Point Drive, Johnson City, Tennessee, 37601.  
**Workshop Registration:** 8:00 a.m. Workshop begins at 8:30 a.m. and ends at approximately 11:45 a.m.

**Knoxville:** 7175 Strawberry Plains Pike, Third Floor, Knoxville, Tennessee, 37902. **Contact Person:** Lance Estes. **Telephone:** (865) 594-6100. **Fax:** (865) 594-2189. **Mailing Address:** Tennessee Department of Revenue, Taxpayer Services Division, 7175 Strawberry Plains Pike, Suite 300, Knoxville, Tennessee, 37914.  
**Workshop Registration:** 8:00 a.m. Workshop begins at 8:30 a.m. and ends at approximately 12:30 p.m.

### **REGISTRATION FORM**

Use the form below to register for one of our sessions. Fax or mail your completed form, using the contact information listed above.

*In some locations, space is limited and is provided on a first come-first served basis.*

*Pre-registration is desirable, but not mandatory if space is available.*

Your Name: _____	Phone Number with Area Code: _____	
Business Name: _____	Type of Business: _____	
Business Address: _____		
E-Mail Address: _____		
<b><u>Date and location of seminar you wish to attend:</u></b>		
Date: _____	Location: _____	Number of people attending: _____