

Maximizing the Taxpayers' Audit Journey PowerPoint

Franchise Tax Board Meeting

Monday, April 6, 2026

Slide 1: Maximizing the Taxpayers' Audit Journey

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April 6, 2026

Slide 2: Franchise Tax Board Mission

- The role of the Audit Division within FTB
- How we accomplish our mission

Slide 3: Type of Audits and Taxpayer Interactions

- Automated Audits
- Semi-Automated Audits
- Professional Audits

Slide 4: Professional Audits

- Audit Regulations

Slide 5: Professional Audits – Beginning of an Audit

- Taxpayer Contact
 - Initial Contact Letter (ICL)
 - Phone call
 - Letter requesting additional information
- Power of Attorney (POA)
- Information Document Requests (IDRs)

Slide 6: Professional Audits – During the Audit

- Expectations
 - Audit Plan/Opening Conference/Initial Discussion of Audit
 - Status Meetings
 - Field Appointments/Virtual Meetings
- Continuing to Issue Information Document Requests (IDRs) as needed
- Timelines
- Audit Point of Contact

Slide 7: Professional Audits – Closing of the Audit

- Expectations
 - Concluding IDRs
 - Issuance of Audit Issue Presentation Sheets (AIPS)
 - Closing Conference/Meeting to go over results of the Audit
- Issuance of Position Letter and/or Closing Letter
- Audit Point of Contact
- Subsequent Issuance of Notices

Slide 8: Audit Best Practices

- Communication is key!
- Timely responses to requests for information
- Audit Points of Contact

Slide 9: Questions?

Slide 10: Public Comment