ITR+

# Submission guide 2026

This document summarises a range of useful information to help you make your submissions for the ITR World Tax rankings and ITR Awards programme.

Please make sure you visit our website, www.itrworldtax.com, for detailed information and updates.

If you have more questions, please contact our research team at **research@internationaltaxreview.com**.

# Contents

# Research forms and portal

## FIRM QUESTIONNAIRE

We use the firm questionnaire to obtain a range of information from your firm, including its staff, client work, and recent developments. Click on this **link** to download the firm questionnaire.

## FIRM CLIENT REFEREE SPREADSHEET

To complement and validate the information in your firm questionnaire, we need to obtain feedback from your client referees. Click on this **link** to download the spreadsheet.

## RESEARCH WEBINAR

Each year, our editors host a webinar to provide guidance and answer questions about our research. Click on this **link** to register for the webinar.

## SUBMISSION PORTAL

We only accept completed firm questionnaires and client referee spreadsheets via our submissions portal. Click on this **link** to upload your completed document.

Submission open 2nd January 2026. Any entries submitted before submissions open may not be counted.

# Methodology and key practice areas

ITR World Tax is an annual rankings publication based on a review of firm and practitioner data, publicly available information, and market feedback. The ITR Tax Awards programmes recognises remarkable tax and transfer pricing achievements from the research period.

**Participation is free,** however submitting does not guarantee a tier ranking or an award shortlisting or win.

**Key evaluation criteria include:**

- Practitioner experience, sector coverage, and internal resources
- Complexity of work completed, innovative nature of the solutions provided to clients, and the impact of the work on the jurisdictional market
- Recent firm developments, including hires and departures
- Peer and client feedback

**Key practice area coverage:**

- General corporate tax advice
- Transfer pricing advice and modelling
- Disputes and litigations with local tax authorities
- Private client representations

**Recognitions:**

- Firms are ranked in a Tier system, with the format varying by jurisdiction
- Practitioners are ranked as Highly Regarded, Notable Practitioners, or Rising Stars. We also have additional recognitions such as Women in Tax Leaders.

Please read the full methodology, **here,** for more details.

# Submission guidelines

Submissions are accepted from the beginning of January until mid-March each year and must be completed on the most current World Tax submission document and uploaded to our online submission portal. We expect a unique submission for each jurisdiction in which your firm would like to be recognised.

Please follow the steps below to ensure your submission is complete and eligible:

**1. Download the forms**

- Firm submission questionnaire
- Client referee spreadsheet

**2. Download the forms**

- Up to 15 matters per practice area – please use separate documents for each practice area if your firm is submitting high volumes to each.
- Keep summaries clear and concise
- Supply referees with up-to-date contact details that are willing to provide feedback
- Mark and identify confidential information

**3. Submit via the portal:**

- Do not email your forms, due to GDPR guidelines only portal submissions will be accepted and given consideration.
- Use a firm email address to register or log in to use our portal (no personal or third-party email allowed)
- If you encounter difficulties using the portal, please contact our portal team at: accreditation@legalbenchmarkinggroup.com

# Best practice tips

## Engage the researchers

Provide clear, relevant examples that show the impact of your work.

## Tailor your submission

Ensure the content is specific to your firm and the jurisdiction.

## Check before you submit

Ensure the content is accurate and final before you submit—changes after the deadline may not be allowed or implemented.

## Be strategic with referees

Avoid overusing the same contacts across multiple directory submissions in the same year.

More guidelines and resources, including our research webinars, are available on our website **here**.

# Some FAQs

**Q1: Can sole practitioner and small firms participate in the research?**
**A:** Yes. Our research is open to all tax advisory and law firms. We aim to accurately recognise each jurisdictional market and feature firms regardless of size, and individuals who work for firms or on their own.

**Q2: Can third parties, ie. External PR / marketing consultants, register to use the submissions portal to submit for firms?**
**A:** No. External marketing agents / consultants are of course allowed to assist firms, but we do not allow them to include their contact details in our firms and/or when using our portal. Firms should supply these parties with their login details if they are going to be submitting on behalf of the firm.

**Q3: Is it mandatory to submit before an interview can be scheduled with a research analyst?**
**A:** No. The main purpose of the interview is to get market feedback on firms and practitioners. Ideally, the interview will also consist of a discussion regarding any relevant updates at the firm and explore work that may require further details.

**Q4: How can in-house tax teams or practitioners participate in the research?**
**A:** In-house participants can participate in our research via the ITR Tax Awards programme by going here.

**Q5: Why is our firm not shortlisted for an award even though the firm is ranked?**
**A:** The ITR Tax Awards programme is not influenced by the World Tax rankings and vice versa. A top-tier ranking or any ranking does not mean that the firm will be shortlisted for an award or win if shortlisted.

**Q6: Can firms and/or practitioners lose their rankings if we do not receive work data from the firm?**
**A:** Yes.

Please see all our FAQs and the full answers **here** on our website.

# Research timeline

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| NOVEMBER | We will send out an email with details about our research for the next edition. |
| JANUARY | We will start accepting firm submissions. |
| MID-MARCH | Firm questionnaires and client referees submission deadline. |
| APRIL – JULY | Research interviews. |
| APRIL – JUNE | Client referee feedback and practitioner surveys. |
| FROM SEPTEMBER | Research results for Awards and Rankings published. For the most up to date timeline for specific regions, **please check the ITR Research timeline website.** |