**PLEASE NOTE** **- We are happy to accept submission information in alternative formats, but we would prefer that you do not use PDF format.**

|  |  |
| --- | --- |
| **Firm name:** |  |
| **Jurisdiction submitting for:** |  |
| **Practice area (s):** | Tax / Transfer Pricing / Both |
| **Research contact / email:** |  |

**Please mark confidential information in RED.**

**Any information not marked as such will be treated as publishable and may appear in the guide and online.**

**Completing the submission form**

Your submission will automatically be reviewed in the context of all relevant *World Tax* and *World TP* rankings*,* as well as each of the *ITR Americas, Europe, Middle East and Africa, and Asia-Pacific Tax Awards*.

* The **World Tax** and **World TP** rankingsreflect a firm’s standing in the market based on its long-term record and key achievements and developments in the research period.
* For full details of the methodology, jurisdictions and key dates, [please see here](https://www.itrworldtax.com/).
* The **ITR Tax Awards** will recognise the best performing firms and most impressive work undertaken over the course of 2021. For full details on the award categories, methodology, criteria, and key dates see:
  + [**ITR Americas Tax Awards**](http://www.internationaltaxreview.com/pdfs/awards/2021/ITR_Americas_Tax_Awards_2021_-_Methodology.pdf)

* + **[ITR Europe, Middle East and Africa Tax Awards](http://www.internationaltaxreview.com/pdfs/awards/2021/ITR_EMEA_Tax_Awards_2021_-_Methodology.pdf)**
  + [**ITR Asia-Pacific Tax Awards**](http://www.internationaltaxreview.com/pdfs/awards/2021/ITR_Asia-Pacific_Tax_Awards_2021_-_Methodology.pdf)

This single, multi-use form is split into three sections:

1. **Practice developments** – used for rankings and awards
2. **Deal / case highlights** – used for rankings and awards
3. **Unique award categories** – used for awards only

**If a question does not apply to your firm, please leave it blank.**

**1. Practice developments**

**Recruitment**

Please list the names of any senior tax or transfer pricing professionals that the firm has hired **since January 1 2021**.

|  |  |  |  |
| --- | --- | --- | --- |
| **Name:** | **Position:** | **Hired from:** | **Date hired:** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**Departures**

Please list the names of any senior tax or transfer pricing professionals who have left the firm **since January 1 2021**.

|  |  |  |  |
| --- | --- | --- | --- |
| **Name:** | **Position:** | **Departed to:** | **Date left:** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**Tax / TP practice overview**

Please summarise any specialties and recent developments within your firm’s tax or transfer pricing practice. This may include, but is not restricted to, the following:

**• Size of team**

**• Product specialisations**

**• Industry sector strengths**

**• Geographic Strengths and alliances**

**• Firm transaction statistics**

**• Client and panel wins**

**• New Offices**

**• Industry sector awards**

**Leading Practitioners**

* Please include the details of practice leaders, women leaders, and rising stars using the headers below
* All examples given should have completed or had key milestones **since 1 January 2021**
* Please use the template below for each practitioner
* Please provide as much information as possible about each practitioner: the information we request helps us assess the practitioner’s work
* For ‘Professional accomplishments’ please include the practitioner’s key recent tax work and/or internal leadership initiatives – maximum three examples
* For ‘Advocacy, influence, & thought leadership’ please include and demonstrate the practitioner’s impact and success in their professional field (i.e. roles in decision-making and the extent of those roles, examples of professional creativity, speaking engagements, etc.)
* There is **no limit** on how much you write about each deal example

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Practitioner category:** | | | | | |
| Highly regarded | | Women in Tax Leader | | Rising star | |
| **Practitioner specialism:** | | | | | |
| General tax advisory | Indirect Tax | | Tax controversy | | Transfer Pricing |
| **Name (email):** | | | | | |
|  | | | | | |
| **Professional accomplishments:** | | | | | |
|  | | | | | |
| **Advocacy, influence, & thought leadership:** | | | | | |
|  | | | | | |
|  | | | | | |

**Diversity Equity and Inclusion**

* Please include the details of diversity, equity and inclusion (DEI) policies using the templates below
* All examples given should have completed or had key milestones **since 1 January 2021**
* Please use the template below for each new example
* We suggest you include **no more than 3 examples of each category** but you can provide more if the work is relevant and significant
* Please provide as much information as possible about each initiative.
* DEI categories:
  + **Career development**
  + **Diverse Women Practitioners**
  + **Gender diversity**
  + **Work-life balance**
* There is **no limit** on how much you write about each deal example

|  |
| --- |
| **Initiative title** |
|  |
| **DEI category (see above)** |
|  |
| **Project contact (email)** |
|  |
| **Partner(s) / practice heads at your firm working on the project** |
|  |
| **Brief description of the project:** |
|  |
| **Brief description of why the project is notable:** |
|  |
|  |

**2. Deal and case highlights**

Please copy and paste this template below to include the details of **no more than 15 deals** of your key tax or transfer pricing matters **handled in the last 12 months**.

Please note:

* All work handled during the period will be reviewed for the awards and rankings
* Only public deals which closed between 1 February 2021 and January 31 2022 will be considered for the ITR Impact Deal and Case Awards. For more information on this category, please check your relevant region’s awards methodology (links provided on page 1).

**Reminder: please highlight ALL confidential information in RED.**

**Any information not marked as such will be treated as publishable and may appear in the guide and online.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Matter number** | | | |
|  | | | |
| **Matter name** | | | |
|  | | | |
| **Category (each matter can include multiple categories):** | | | |
| Tax  Transfer pricing | | | |
| **Sub-category (please include an *x* to indicate which practice areas are covered by this matter, you may include as many as are appropriate)** | | | |
| Controversy (litigation and disputes) |  | Private client |  |
| Customs |  | Real estate tax |  |
| General corporate tax |  | Transactional tax |  |
| Indirect tax |  |  |  |
| **Date completed (if applicable)** | | | |
|  | | | |
| **Value (if applicable)** | | | |
|  | | | |
| **Client(s) advised** | | | |
|  | | | |
| **Lead partner(s) from your firm** | | | |
|  | | | |
| **Other lawyers / senior associates with notable roles from your firm** | | | |
|  | | | |
| **Describe your firm’s role on the matter** | | | |
|  | | | |
| **Other companies (firms and in-house teams) involved and their role(s)** | | | |
|  | | | |
| **Brief general description of the matter** | | | |
|  | | | |
| **Explain why you chose to highlight this matter (e.g. it deals with new/untested legislation, it was the highest profile matter of the last year involving your market, it covered complex tax matters, involved challenging cross-border issues, required an innovative approach or set precedents etc.)** | | | |
|  | | | |

**3. Unique award categories**

In this section you can make nominations for award categories **Regional Firm of the Year**. These categories have specific criteria and require their own nomination processes. They will not be used for rankings research. For a breakdown of the categories please refer to the methodology documents for the relevant region:

* [ITR Americas Tax Awards](http://www.internationaltaxreview.com/pdfs/awards/2021/ITR_Americas_Tax_Awards_2021_-_Methodology.pdf)
* [ITR Europe, Middle East and Africa Tax Awards](http://www.internationaltaxreview.com/pdfs/awards/2021/ITR_EMEA_Tax_Awards_2021_-_Methodology.pdf)
* [ITR Asia-Pacific Tax Awards](http://www.internationaltaxreview.com/pdfs/awards/2021/ITR_Asia-Pacific_Tax_Awards_2021_-_Methodology.pdf)

All award categories not included in this section are based on the information in Section 2. “Deal / case highlights”.

**Reminder: please highlight ALL confidential information in RED.**

**Any information not marked as such will be treated as publishable and may appear in the guide and online. Contact details will remain confidential.**

1. **Practice Leader of the Year & Rising Star Awards**

The **Practice Leader & Rising Star Awards** recognise the work of individuals across each region: EMEA, APAC and Americas. In order to be given consideration for the awards, ensure that the practitioner profiles for each of your Practice Leaders and Rising Stars are completed in Section 1.

1. **Regional Tax Firm of the Year Awards**

This section will have no bearing on the rankings. These awards are region-wide, with one winner per region: Americas, EMEA and APAC. Please copy and paste the template below for multiple entries. Please include **no more than three examples** in each category.

Please note: categories do vary between the three regions. Please refer to your relevant region’s methodology document (links provided at the top of Section 3).

For US firms only: please use this template if you would like specific deals or cases to be considered as part of a nomination for Tax firm of the year for: Chicago; Houston and Dallas; Los Angeles; New York; San Francisco & the Bay Area; and Washington DC. Leave the first question blank.

The **Diversity & Inclusion Firm of the Year Award** recognises the work of firms across each region: Americas, EMEA, and APAC. In order to be given consideration for the awards, ensure that the Diversity Equity & Inclusion table is completed in Section 1.

**In order for consideration please complete the form in section C for each category in full. Please do not simply refer to the case number above in Section 2.**

1. **Awards Submission Form**

|  |
| --- |
| **Award category:** |

Tax Policy Firm of the Year

Tax Compliance and Reporting Firm of the Year

Tax Technology Provider of the Year

Tax Innovator Firm of the Year

Best Newcomer Award

Pro Bono Firm of the Year

Indirect Tax Firm of the Year

CJEU Firm of the Year (Europe awards only)

Global Executive Mobility Tax Firm of the Year (Asia-Pacific awards only)

US Corporate Tax Team of the Year in Asia-Pacific / Europe

Withholding Tax Firm of the Year (Asia-Pacific awards only

|  |
| --- |
| **Regional office (for US firms only) – N/A to all other firms** |

|  |
| --- |
| Chicago  Houston and Dallas  Los Angeles  New York  San Francisco & the Bay Area  Washington DC |

|  |
| --- |
| **Project/case/deal/example:** |
|  |
| **Date completed / key milestone:** |
|  |
| **Value (if applicable):** |
|  |
| **Client(s) (if applicable):** |
|  |
| **Key lawyers from firm including 1. Partners and 2. Key senior associates:** |
|  |
| **Other companies (firms and in-house teams) involved and their role(s):** |
|  |
| **Brief general description of the matter and your firm’s role:** |
|  |
| **Why is the example noteworthy, influential to the market, complex or innovative:** |
|  |
|  |