

# *Sy Accountancy Corporation*

Member, American Institute of CPAs

704 Mira Monte Place, Pasadena, California 91101

Tel (626) 744-0200 • Fax (626) 744-0300 • vsy@victorsycpa.com • www.victorsycpa.com

## HOW TO BEHAVE DURING AN IRS AUDIT - 20 DONTs

By Victor Sy, CPA, MBA

1. Don't ignore the IRS.
2. Don't mess with the IRS.
3. Don't go to your appointment unprepared.
4. Don't be late for the appointment.
5. Don't volunteer information.
6. Don't be condescending of education, experience, age, or gender.
7. Don't be arrogant, even if you clearly have an upper hand.
8. Don't flaunt your being a Lawyer or CPA to an agent who may have less qualifications.
9. Don't insult.
10. Don't bully.
11. Don't raise your voice.
12. Don't fight the auditor. This is a business assignment, not a personal attack against you.
13. Don't create distance between you and the agent.
14. Don't insist on indefensible positions. You'll lose it anyway.
15. Don't argue for the sake of arguing. You know who's going to lose.
16. Don't expect to win on all issues. Settle.
17. But don't settle without adequate consideration.
18. Don't reject the agent's position without adequate analysis. It could be worse.
19. Don't cheat.
20. Don't complain about bureaucracy. Instead, use it to your advantage.

And if you don't behave, don't forget the fifth, if necessary. ☺