

New York State Tax Appeals Tribunal

Albany Oral Argument Attendance Instructions

The Tax Appeals Tribunal will conduct in-person Oral Arguments in Albany, NY, subject to the following provisions:

- Oral Argument (OA) attendees must enter Agency Building 3 (AB3) on the concourse level.
- After passing through the security check point on the concourse level of AB3, each non-employee attendee will proceed to the 3rd floor, where they will be asked to sign *TA-735 COVID-19: Outside Contact Log* (Log). The Log will be available just outside the entry door.

YOU SHOULD NOT ENTER THE ORAL ARGUMENT ROOM IF YOU:

- **Have flu like symptoms now or have had a fever within the last 24 hours; or**
- **Have tested positive for COVID within the last 5 days, or have been directed to isolate or self-monitor at home for COVID by any doctor, hospital or health agency.**

YOU MUST WEAR A MASK IN THE ORAL ARGUMENT ROOM IF YOU:

- **Left isolation within the past 5 days after recovering from COVID; or**
 - **Have had close contact with a person testing positive for COVID within the past 10 days.**
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- If an attendee develops symptoms at any point in the proceeding, the Tribunal will order an immediate adjournment of the OA and all attendees will be directed to leave the premises. The Secretary to the Tribunal will immediately notify the Director of Administration and appropriate COVID-related protocols will be followed.