

August 28, 2003

Urgent Reminder Concerning Elimination Upon Incorporation  
**Subject:** of Tax Court Calendar Status Report **Cancellation Date:** Into the CCDM

Purpose

This Notice provides an urgent reminder that, effective immediately, **field offices must not send Calendar Status Reports (also known as the 10-day Report, or CATS Report TL-830) to the U.S. Tax Court** in connection with trial calendars. The Tax Court's Standing Pretrial Order eliminated this ex parte report and adopted a new format for the Pretrial Memorandum for calendared cases.

Background

Earlier this year, the Tax Court announced changes to its Standing Pretrial Order used in connection with Notices Setting Cases for Trial, including the adoption of a new Pretrial Memorandum for individual cases appearing on trial calendars. The new Standing Pretrial Order and Pretrial Memorandum were described in Chief Counsel Notice CC-2003-011 (March 31, 2003). As discussed therein, the new Pretrial Memorandum contains calendar status information for each case, including the probability of trial and estimation of trial time. The Pretrial Memorandum takes the place of the 10-day Calendar Status Report (CATS Report TL-830), whose use is discontinued commencing with Fall 2003 Trial Sessions. Unlike the Calendar Status Report, the Pretrial Memorandum is served on the opposing party or counsel in the case for which it is prepared.

**Notwithstanding instructions to the contrary in Chief Counsel Notice CC-2003-011, some offices have continued to send the Calendar Status Report to the court. Because of the ex parte nature of the Calendar Status Report, the Tax Court has expressed particular concern regarding the continued use of this report.**

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