

ALABAMA BANKERS ASSOCIATION EDUCATION

Legal Issues of New Account Documentation and Compliance

April 6, 2010
All Steak Restaurant
314 2nd Ave SW
Cullman, AL 35058

April 7, 2010
ABA Training Room
534 Adams Avenue
Montgomery, AL 36104

April 8, 2010
Ashbury Inn & Suites
601 W I-65 Service Rd S
Mobile, AL 36608



9 a.m. - 4 p.m. Registration begins at 8:30 a.m. each day

Seminar Description

The facts are in! Many financial institutions are increasingly taking more losses in the new account area than in the loan area. The reason – not recognizing fraudulent accounts! Too often new account personnel receive twenty minutes of training before opening their first account. Most of the expertise is gained "on the job" which results in an environment of insecurity and vulnerability for new account representatives and unnecessary losses for the financial institution. With all the new compliance regulations, it seems like we are now conducting New Account "Interrogations" rather than New Account "Interviews"! This full day annual review teaches new account personnel: proper account opening procedures and compliance requirements; the five crucial pieces of information including proper identification and the correct TIN for every new account; the four fundamental questions that should be asked of every potential accountholder:

1. Who owns the funds in the account?
2. Who has access to the funds in the account?
3. What is the purpose of the account?
4. If a business account: What type of legal entity is this?

The seminar manual, which is customized to Alabama state law, has become known as the "technical reference handbook" for new account departments across the country.

Seminar Instructor

Patrice M. Konarik with Sunwest Training Corp.

Registration and Cancellation

The cost to attend is \$195 for the first registrant and the second registrant can attend for FREE! Registration fees include instruction, materials, refreshments and lunch. Full registration fees will be refunded if a cancellation is received on or before ten business days prior to the meeting. If date of cancellation is less than ten business days prior to the meeting, a \$100 processing fee will be retained. No refunds will be given for cancellations made the day of the program. Substitutions are welcome.

Who Should Attend

All customer contact personnel, supervisors and officers whose responsibilities include opening or managing new accounts and certificates of deposit. Excellent for supervisors or officers who have recently assumed the responsibility of the new account area but have never actually worked in new accounts. Internal Auditors and Compliance Officers will find the information exceptionally beneficial as well.

It is strongly recommended you bring a copy of your institution's signature cards and account agreement to the workshop.

Register by April 1 and the second attendee from your bank attends FREE!

What You Will Learn

- Understanding Signature Card Contracts and the Consequences
- TIN Compliance - including SSN vs. EIN and W-9 vs. W-8BEN
- Proper Business Account Documentation and Resolutions for:
 - Sole Proprietorships, General and Limited Partnerships, Corporations; LLC and LLP Entities
 - Negotiating checks made payable to a business
- Non-profit Associations and Charitable Organizations
- Proper Account Opening Procedures and Required Documentation for:
 - Individual Accounts; Individual Accounts Authorized Signers or Agents
 - Joint Accounts With Rights of Survivorship and Tenants-In-Common Without Rights of Survivorship
 - Power of Attorneys - In House Form and Out-of-House Form
 - Formal Trust Accounts - Living Trusts; Revocable and Irrevocable
 - Informal Trust Accounts - POD and Revocable Trust Accounts
 - Uniform Transfer To Minors Act Accounts;
 - Estate Accounts: Deceased Accountholders and Guardianships

Please register the following.

Legal Issues of New Account Documentation and Compliance

	FULL NAME OF REGISTRANT	NAME ON BADGE	POSITION	CITY	April 6	April 7	April 8
					Cullman	Montgomery	Mobile
1.							
2.							

Email Address 1. _____ 2. _____

A total of _____ persons from my organization will attend for a total of \$ _____

Name of Bank/Company _____

Address _____

City/State/Zip _____

Phone _____ Fax _____



Members are encouraged to fax a copy of the registration form to the ABA and then mail the original with payment. Non-members fees must accompany registration.

Credit Card: _____ Visa _____ MasterCard _____ Amex Card # _____ Exp. Date _____

Name on Card _____ Signature _____

Return this form to the Association by fax at 334-834-4443 or mail to 534 Adams Avenue, Montgomery, AL 36104.