



bankers' compliance group®

ALDRICH & BONNEFIN, P.L.C.
Counsel for
Bankers Compliance Group®
presents



NEW ACCOUNTS DOCUMENTATION/TISA

Aldrich & Bonnefin, P.L.C. invites you and your operations, compliance and other personnel to attend a seminar covering new accounts documentation. Having proper CIP and new account policies and procedures can help prevent or reduce the risk of fraud and other losses for financial institutions. We will help provide financial institutions with some tools necessary to develop their own CIP and new account policies and procedures.

This seminar will also focus on the importance of the new account process, for example, covering CIP rules, obtaining the correct TIN certification and correct account documentation and properly titling deposit accounts. The seminar materials will include sample new account documents for various legal entities (corporations, LLCs, LLPs and the like).

Finally, given recent events, we will go through common FDIC insurance coverage issues for different accounts.

HIGHLIGHTS

- ▶ **Customer Identification Program**
- ▶ **Documenting Business, Personal & Fiduciary Accounts**
- ▶ **Family Trust Accounts**
- ▶ **FDIC Insurance Coverage Issues**

SPEAKERS

Mark A. Moore, Esq. Mr. Moore is a principal with Aldrich & Bonnefin, specializing in operations and payment systems. His practice focuses (among other things) on new account documentation, including control agreements and dealings with money services businesses. He regularly assists financial institutions as they draft, update and revise their deposit account documentation used in consumer and business relationships.

Keith R. Forrester, Esq. Mr. Forrester is a principal with Aldrich & Bonnefin. Since 1993 he has been extensively involved with advising financial institutions on a variety of operations matters, including new accounts, as well as California and Federal laws on financial privacy. Mr. Forrester is a member of the firm's Operations Practice Group and in that capacity has assisted financial institutions in areas such as BSA, negotiable instruments, electronic banking and legal processes.

18500 von karman avenue, suite 300, irvine, california 92612-1029
phone: (800) 742-3600 • fax: (949) 474-0617

e-mail: bcg@aldrichandbonnefin.com • website: www.bankerscompliancegroup.com

Our *New Accounts Documentation and Truth in Savings* will be held in the following locations. Please note the specific hotel for your seminar as they can vary according to availability. Please also note the parking rules for **San Francisco** and the validation rules for each location. **We recommend you dress in layers, as the meeting rooms tend to vary in temperature.**

Location & Parking	(Registration begins at 8:00)	8:30 a.m. — 3:00 p.m.
<i>SAN JOSE</i> Hilton & Towers, 300 Almaden Blvd. (Parking: We validate for self-parking only).		Wednesday, October 1, 2008
<i>SAN FRANCISCO</i> Palace Hotel, 2 New Montgomery St. (Parking: We validate for hotel valet-parking only.)		Thursday, October 2, 2008
<i>SANTA BARBARA</i> Biltmore, 1260 Channel Dr. (Parking: Free self-parking is available.)		Monday, October 6, 2008
<i>MONROVIA</i> Doubletree Hotel, 924 W. Huntington Drive (Parking: Free parking is available)		Tuesday, October 7, 2008
<i>WOODLAND HILLS</i> Warner Center Marriott, 21850 Oxnard St. (Parking: We validate for self-parking only.)		Thursday, October 9, 2008
<i>LOS ANGELES</i> Airport Marriott Hotel, 5855 West Century Blvd. (Parking: We validate for self-parking only.)		Friday, October 10, 2008
<i>GARDEN GROVE</i> Anaheim Marriott Suites, 12015 Harbor Blvd. (Parking: Free self-parking is available.)		Tuesday, October 14, 2008
<i>SACRAMENTO</i> Sheraton Grand Hotel, 1230 J St. (Parking: Validated, self-parking is available in garage on 13th Street, between I and J streets. Valet-parking not validated.)		Friday, October 17, 2008
<i>ONTARIO</i> Airport Marriott, 2200 E. Holt Blvd. (Parking: We validate for self-parking only.)		Monday, October 20, 2008
<i>SAN DIEGO</i> Mission Valley Marriott, 8757 Rio San Diego Drive (Parking: We validate for self-parking only.)		Tuesday, October 21, 2008

ACCREDITATION: APPROVED FOR MCLE CREDIT: As an added benefit of BCG members, we are offering this seminar to in-house attorneys for Minimum Continuing Legal Education Credits (MCLE). The State Bar of California has approved this activity in the amount of **4.75** hours. Aldrich & Bonnefin certifies that this activity conforms to the standards for approved education activities prescribed by the rules and regulations of the State Bar of California governing MCLE.

APPROVED FOR CRCM CREDIT: We are offering this Seminar for credit for Certified Regulatory Compliance Managers (CRCMs). This activity is eligible for **4.75** hours of CRCM Continuing Bankers Education credit by the Institute of Certified Bankers.

CPE CREDIT: Aldrich & Bonnefin follows Continuing Education regulations as outlined in the California Accountancy Act. CE may be obtained for Certified Public Accountants and Public Accountants. This activity is eligible for **4.75** hours of CPE Continuing Education credit.

MATERIALS: SPM #2 This will be a full-day seminar from 8:30 a.m. to 3:00 p.m. In conjunction with the seminar, we will be updating Standard Procedures Manual #2, “*New Accounts Documentation and Truth in Savings/Regulation DD.*” **Note:** Only those attendees designated by their institution will receive a manual. All attendees will receive an Agenda and Outline.

ADMINISTRATIVE MATTERS: Registration begins at 8:00 a.m. at all locations, along with a continental breakfast. You will be on your own for lunch.

- ◆ **We recommend you send in your registration as soon as possible.** Our desire is to accommodate all our members, however, due to hotel space constraints, we are forced to accommodate seating on a **first-received basis for registrations.** **Registration Deadline is 5 business days prior to each seminar location. Seating and materials cannot be guaranteed after this deadline.**
- ◆ For Bankers' Compliance Group Members, charges will be billed on a pro rata basis.
- ◆ For non-members, there is a \$750 fee for the first person attending from your institution, and a \$250 fee per person for each additional person attending from the same institution. **Fees must be paid and received prior to seminar.** Registration fees will be refunded to non-members only if cancellation notice is received on or before **September 26, 2008.**
- ◆ The law firm reserves the right to limit the number of persons from each member who may attend subject to availability
- ◆ For additional information regarding the seminar, please contact Summer Myers or Monique Billingsley at (949) 553-0909 or toll free (BCG Members only) at (800) 742-3600.



IMPORTANT: Registration due 5 BUSINESS DAYS PRIOR TO EACH SEMINAR LOCATION. Because of hotel space constraints, we must accommodate seating and materials on a first received basis for registrations.

NAME OF ORGANIZATION _____ ADDRESS _____

RESPONDENT'S NAME AND EMAIL _____

TELEPHONE NO. _____ FAX NO: _____



Please check here if you have a disability and may require accommodation in order to fully participate in this activity. You will be contacted by the BCG Coordinator to discuss your specific needs.

ABBV.	LOCATIONS:	TIME: 8:30 a.m.—3:00 p.m.
SJ	SAN JOSE, CA. Wednesday, October 1, 2008, Hilton & Towers, 300 Almaden Blvd.	
SF	SAN FRANCISCO, CA. Thursday, October 2, 2008, Palace Hotel, 2 New Montgomery Street	
SB	SANTA BARBARA, CA. Monday, October 6, 2008, Santa Barbara Biltmore, 1260 Channel Drive	
MO	MONROVIA, CA. Tuesday, October 7, 2008, Doubletree Hotel, 924 W. Huntington Drive	
WH	WOODLAND HILLS, CA. Thursday, October 9, 2008, Warner Center Marriott, 21850 Oxnard Street	
LA	LOS ANGELES, CA. Friday, October 10, 2008, LAX Marriott, 5855 West Century Blvd.	
GG	GARDEN GROVE, CA. Tuesday, October 14, 2008, Anaheim Marriott Suites, 12015 Harbor Blvd.	
SA	SACRAMENTO, CA. Friday, October 17, 2008, Sheraton Grand Hotel, 1230 J Street	
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SD	SAN DIEGO, CA. Tuesday, October 21, 2008, Mission Valley Marriott, 8757 Rio San Diego Drive	

NAME OF ATTENDEE (Premium members: copy sheet and attach)	LOCATION ABBREVIATION (ABOVE)	COMP MANUAL (CHECK ONE BOX)	PURCHASE MANUAL	OUTLINE ONLY
1)				
2)				
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REGISTRATION SHEET

Please fill in name of every attendee and check a box to receive a purchased manual or a complimentary manual (up to 5 per BCG member).

PURCHASE MANUAL COST

SPM #2 is **\$35.00** for duration of seminar. This Price is for Members Only. Member Will Be Billed For Extra Manuals On Its BCG Bill.

SEMINAR FEE:

BCG Members: PRO RATA
[The member will be billed; do not enclose a check]

Non-BCG Member:
First Person \$750.00
Each additional person \$250.00

Check Enclosed: \$ _____
Please **Make Checks Payable** and Return This Form To:

ALDRICH & BONNEFIN, P.L.C.
P.O. Box 19686
Irvine, CA 92623-1029
(949) 474-1944 or (800) 742-3600

Fax (949) 474-2906
(No cover sheet required)