



DUE DILIGENCE: DOCUMENTING YOUR BORROWER

What kind of business is your borrower?

- ◆ *Sole Proprietorship?*
- ◆ *Limited Liability Company?*
- ◆ *Corporation?*
- ◆ *General Partnership?*
- ◆ *Limited Partnership?*
- ◆ *Limited Liability Partnership?*

With the different types of business entities, lenders have challenges in properly identifying (and understanding) their borrowers. Customer Identification Program (CIP) rules impose specific regulatory requirements for account-opening procedures for borrowers. Failure to identify a borrower properly may not only impair the lender's security interest and put the collectability of the entire loan at risk due to UCC Article 9's requirements, but also could result in a compliance violation.

This seminar will address these issues in a "workshop" format using sample organizational documents to illustrate the types of information that can be obtained from these documents. Loan officers, documentation specialists, attorneys and compliance officers are encouraged to attend.

SPECIAL POINTS OF INTEREST

- ✓ *What are the due diligence "best practices" for each type of entity?*
- ✓ *How do Customer Identification Program (CIP) rules affect lending procedures and what are the frequently asked questions?*
- ✓ *What are the due diligence issues that arise under UCC Article 9?*
- ✓ *What are the differences between sole proprietorships, corporations, LLCs and partnerships?*
- ✓ *Can a "Matricula Consular" be used?*
- ✓ *What is the best approach for documenting trust borrowers?*
- ✓ *Best Practices Checklists*
- ✓ *Examples of resolutions and authorizations*

SPEAKER

MARK E. ALDRICH, ESQ., a principal of Aldrich & Bonnefin, is the head of the firm's Corporate Practice Group and its commercial lending practice. Mr. Aldrich has over 25 years of speaking experience. Mr. Aldrich is former Chairman of the Financial Institutions Committee of the Business Law Section of the California State Bar, 1997-1998, and the current instructor for the California Bankers' Association Director Certification Program.

LOCATIONS: This Special Training Seminar will be held in the following locations; continental breakfast is provided. Please note the parking validation rules at each location. Please note the specific hotel for your seminar as they can vary according to availability.

8:30 a.m. to 12:00 noon
ALL LOCATIONS

LOCATION & PARKING	DATE
LOS ANGELES Airport Marriott Hotel, 5855 West Century Blvd. (Parking: We validate for self-parking only.)	Monday September 15, 2008
SAN FRANCISCO Palace Hotel, 2 New Montgomery St. (Parking: We validate for hotel valet-parking only.)	Thursday September 18, 2008
ONTARIO Airport Marriott, 2200 E. Holt Blvd. (Parking: We validate for self-parking only.)	Monday September 22, 2008
GARDEN GROVE Anaheim Marriott Suites, 12015 Harbor Blvd. (Parking: Free self-parking is available)	Tuesday September 23, 2008
MONROVIA Courtyard by Marriott, 700 W. Huntington Drive (Parking: Free self-parking is available)	Wednesday September 24, 2008
SAN DIEGO Mission Valley Marriott, 8757 Rio San Diego Drive (Parking: We validate for self-parking only.)	Thursday September 25, 2008
SACRAMENTO Sheraton Grand Hotel, 1230 J St. (Parking: Validated, self-parking is available in garage on 13th Street, between I and J streets. We do not validate for valet-parking.)	Monday September 29, 2008

Meeting rooms vary in temperature
Layered dressing is suggested

Due Diligence: Documenting your Borrower Special Training Seminar

COST:

BCG Members: The cost is **\$335.00 per person** for BCG Members. The Seminar is being offered on an optional basis to Bankers' Compliance Group Members. Therefore, if a BCG member does not register anyone for the Seminar, the BCG member will not be billed. The Seminar is not part of the BCG Membership retainer and will not be billed to BCG Members as part of the BCG pro rata bill unless someone registers from the member institution. *BCG Members are not required to enclose a check for the registration fees.*

Non-Members: The cost is **\$450.00 per person** for non-members. **Fee must be paid prior to seminar or attendance will be denied.** *Non-members are required to enclose a check for the registration fees with their registration form.*

CANCELLATION: **BCG Member:** Will **not** be billed only if registrant's cancellation notice is received **AT LEAST 3** business days prior to the seminar date they are scheduled to attend.

Non-Members: Registration fees will be **fully** refunded if registrant's cancellation notice is received **AT LEAST 3** business days prior to the seminar date. **\$100 ONLY will be refunded** if a cancellation notice is received after that time.

ADMINISTRATIVE: We hope that you will mark your calendars to attend this informative seminar. If you plan to attend this seminar, please complete and return the enclosed Registration Form at least **four (4) business days prior to the date of seminar you plan to attend.** We recommend you send in your registration as soon as possible, as **registration forms are accepted on a first-received basis.**

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.

ACCREDITATION: **MCLE** As an added benefit we are offering this Seminar to in-house attorneys for Minimum Continuing Legal Education Credits. NOTE: This activity has been approved for Minimum Continuing Legal Education credit by the State Bar of California in the amount of **3 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 minimum continuing legal education.

CRCM Credit: We are offering this Seminar for credit for Certified Regulatory Compliance Managers (CRCMs). This activity is eligible for **3 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. Continuing education may be obtained for Certified Public Accountants and Public Accountants. This activity is eligible for **3 hours** of CPE continuing education credit.



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REGISTRATION FORM

REGISTRATION DEADLINE: 4 business days prior to each seminar location

NAME OF ORGANIZATION _____

ADDRESS _____

RESPONDENT'S NAME AND TITLE _____

TELEPHONE NO. _____ FAX NO. _____



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

LOCATION (8:30—12:00 NOON)	NAMES (PLEASE PRINT)
Monday, September 15, 2008 Los Angeles Airport Marriott 5855 West Century Blvd., Los Angeles	
Thursday, September 18, 2008 San Francisco Palace Hotel 2 New Montgomery St., San Francisco	
Monday, September 22, 2008 Ontario Airport Marriott 2200 E. Holt Blvd., Ontario	
Tuesday, September 23, 2008 Garden Grove, Anaheim Marriott Suites 12015 Harbor Blvd., Garden Grove	
Wednesday, September 24, 2008 Monrovia, Courtyard by Marriott 700 W. Huntington Drive, Monrovia	
Thursday, September 25, 2008 San Diego Mission Valley Marriott 8757 Rio San Diego Dr., San Diego	
Monday, September 29, 2008 Sacramento Sheraton Grand 1230 J Street, Sacramento	

FEE: **BCG Members:** \$335.00 Per Person [The member will be billed; **DO NOT ENCLOSE A CHECK.**]
BCG Non-Members: \$450.00 Per Person [Enclose check payable to "**Aldrich & Bonnefin, P.L.C.**"]

BCG NON-MEMBER AMOUNT ENCLOSED: \$ _____

Please fax or mail this form to: **ALDRICH & BONNEFIN, P.L.C.** P.O. Box 19686 ♦ Irvine, CA 92623
(949) 474-1944 or (800) 742-3600 ♦ Fax (949) 474-2906 (No Cover Sheet Required)