



# Legal Processes

May 2014



**A**ldrich Bonnefin & Moore, PLC is pleased to invite you to attend our seminar on the subject of legal processes, specifically, levies and subpoenas. The program will focus on levies served by private creditors as well as government agencies. The discussion will include the fundamentals of processing a levy and important principles for determining whether a particular type of account is subject to levy.

In addition to levies and executions, we will discuss how to respond to requests for customers' financial records. During this segment, the program will focus on civil subpoenas as well as government requests for information under the California and Federal Right to Financial Privacy laws.

This seminar is intended to be of benefit to individuals with all levels of experience.

## WHO SHOULD ATTEND

- Operations officers
- Personnel who handle legal processes
- Compliance officers
- In-house counsel
- Branch managers
- New accounts personnel

## HOT TOPICS

### Property Subject to Levy

- Individual accounts
- Business accounts
- Fiduciary accounts

### Writs and Levies

- Writs of execution
- Government levies

### Recent Legislation

### Right to Financial Privacy

- Civil subpoenas
- Grand jury subpoenas
- Search warrants

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

**Michael N. Delune, Esq.**, an associate of Aldrich Bonnefin & Moore, joined the firm in December 2006. As a member of the Corporate Practice Group, he specializes in commercial lending and corporate law. He also advises clients on the proper handling of legal processes. Mr. Delune attended Pepperdine University, graduating in 2001 with a Bachelor of Science degree in Business Administration. He obtained his Juris Doctorate from Loyola Law School of Los Angeles in 2006. Prior to joining Aldrich Bonnefin & Moore, Mr. Delune was employed at The Boeing Company for four years, serving at Boeing Capital Corporation and Integrated Defense Systems as an accountant and financial analyst.



Our **Legal Processes Seminar** will be held from **8:30 a.m. - 3:00 p.m.** in the following locations .  
 You will need to note the specific location you are attending as hotels can vary from month to month.

LOCATIONS:	DATE:	HOTEL INFO:	PARKING:
LOS ANGELES	Thursday, May 1 Registration closes at noon on 4/25	<b>LAX Airport Marriott</b> 5855 West Century Blvd., (310) 641-5700	We validate for self-parking only.
MONROVIA	Friday, May 2 Registration closes at noon on 4/28	<b>Courtyard Marriott</b> 700 W. Huntington Drive, (626) 357-5211	Free self-parking is available.
ONTARIO	Monday, May 5 Registration closes at noon on 4/29	<b>Ontario Doubletree</b> 222 North Vineyard Ave., (909) 937-0900	Free self-parking is available.
SAN FRANCISCO	Wednesday, May 7 Registration closes at noon on 5/1	<b>Palace Hotel</b> 2 New Montgomery St., (415) 512-1111	We validate for hotel valet-parking only.
SAN JOSE	Thursday, May 8 Registration closes at noon on 5/2	<b>Santa Clara Marriott (NEW LOCATION)</b> 2700 Mission College Blvd., (408) 988-1500	We validate for self-parking only.
SANTA BARBARA	Tuesday, May 13 Registration closes at noon on 5/7	<b>Four Seasons Resort, The Biltmore</b> 1260 Channel Dr., (805) 969-2261	Free self-parking is available.
WOODLAND HILLS	Wednesday, May 14 Registration closes at noon on 5/8	<b>Warner Center Marriott</b> 21850 Oxnard St., (818) 887-4800	We validate for self-parking only.
GARDEN GROVE	Friday, May 16 Registration closes at noon on 5/12	<b>Anaheim Marriott Suites</b> 12015 Harbor Blvd., (714) 750-1000	Free self-parking is available.
SACRAMENTO	Wednesday, May 21 Registration closes at noon on 5/15	<b>Sheraton Grand Sacramento Hotel</b> 1230 J St., (916) 447-1700	Validated self-parking is available in garage on 13th Street, between I and J Streets. Valet-parking not validated.
SAN DIEGO	Friday, May 23 Registration closes at noon on 5/19	<b>Marriott Mission Valley</b> 8757 Rio San Diego Dr., (619) 692-3800	We validate for self-parking only.

**REGISTRATION:** To register, go to <http://register.bankerscompliancegroup.com/subadmin>. We recommend you register as soon as possible as registrations are accepted on a first-come, first-serve basis only. If you haven't registered online with us before, contact Paige Tyler at 800-742-3600 or [PTyler@ABMLawFirm.com](mailto:PTyler@ABMLawFirm.com) for assistance or to obtain a username and password.

**REGISTRATION FEES FOR NON-MEMBERS:** Non-member registration fee is \$750 for the first person attending from an institution and \$450 for each additional person from the same institution. To attend this seminar, **pre-registration is mandatory. Non-members may pay by check or credit card.** To pay by credit card, follow the credit card instructions during the online registration process. We accept MasterCard, Visa and Discover cards. To pay by check, make checks payable and mail to **Aldrich Bonnefin & Moore, PLC, P.O. Box 19686, Irvine, CA 92623-1029**, along with a copy of your registration. Non-member registration fees (less \$50) will be refunded only if cancellation notice is received 5 business days prior to the event.

**MATERIALS:** For this seminar, Standard Procedures Manual #4, "Legal Processes," will be updated. Only those attendees designated by their institution will receive a manual. All attendees will receive a Discussion Outline. Members Only may purchase additional copies of SPM #4 during May for \$45.00 per copy plus applicable sales tax.

**FOOD:** A continental breakfast will be provided. You will be on your own for lunch.

**DISABILITIES:** If you require special accommodation in order to fully participate in the seminar, please call Paige Tyler at 800-742-3600 to discuss your specific needs.

**ACCREDITATION: MCLE:** Aldrich Bonnefin & Moore, PLC 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. This activity has been approved in the amount of **4.75** hours.

**CRCM:** Certified Regulatory Compliance Managers must submit a request for approval directly to the Institute of Certified Bankers in order to receive continuing education credit ([www.icbmembers.org](http://www.icbmembers.org) and click on "Submit Continuing Education Credits)." This activity **may** be eligible for **6** continuing education credit by the ICB.

**CPE:** Aldrich Bonnefin & Moore, PLC follows Continuing Education (CE) 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.

For additional information, please contact Paige Tyler at (949) 553-0909 or toll free (BCG Members only) at (800) 742-3600.