

Legal Processes

February 2013

Aldrich 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.

We will also cover new state legislation on centralized service of writs and levies from private judgment creditors.

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 will all levels of experience.

Who should attend:

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

HIGHLIGHTS

Property Subject to Levy

- Individual accounts
- Business accounts
- Fiduciary accounts

Writs and Levies

- Writs of execution
- Government levies

Recent Legislation

- State law on centralized processing
- Federal benefit exemptions

Right to Financial Privacy

- Civil subpoenas
- Grand jury subpoenas
- Search warrants

Keith R. Forrester, Esq., a principal with Aldrich Bonnefin & Moore since 1993, 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 assists financial institutions in areas such as BSA, negotiable instruments, electronic banking and legal processes.

Michael N. Delune, Esq., an associate with 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 in the following locations from 8:30 a.m. - 3:00 p.m.
You will need to note the specific location you are attending as hotels can vary from month to month.

| LOCATIONS: | DATE: | HOTEL INFO: | PARKING: |
|----------------|--|--|---|
| SANTA BARBARA | Tuesday, February 5 Registration closes at noon on 1/31 | Four Seasons Resort, The Biltmore 1260 Channel Dr. | Free self-parking is available. |
| WOODLAND HILLS | Wednesday, February 6 Registration closes at noon on 2/1 | Warner Center Marriott 21850 Oxnard St. | We validate for self-parking only. |
| GARDEN GROVE | Friday, February 8 Registration closes at noon on 2/4 | Anaheim Marriott Suites 12015 Harbor Blvd. | Free self-parking is available. |
| LOS ANGELES | Monday, February 11 Registration closes at noon on 2/5 | LAX Airport Marriott 5855 West Century Blvd. | We validate for self-parking only. |
| MONROVIA | Tuesday, February 12 Registration closes at noon on 2/6 | Courtyard Marriott 700 W. Huntington Drive | Free self-parking is available. |
| SAN JOSE | Thursday, February 14 Registration closes at noon on 2/8 | Hilton 300 Almaden Blvd. | We validate for self-parking only. |
| SAN FRANCISCO | Friday, February 15 Registration closes at noon on 2/11 | Palace Hotel 2 New Montgomery St. | We validate for hotel valet-parking only. |
| ONTARIO | Tuesday, February 19 Registration closes at noon on 2/13 | Ontario Doubletree (new location) 222 North Vineyard Ave. | Free self-parking is available. |
| SACRAMENTO | Thursday, February 21 Registration closes at noon on 2/15 | Sheraton Grand Sacramento Hotel 1230 J St. | Validated self-parking is available in garage on 13th Street, between I and J Streets. Valet-parking not validated. |
| SAN DIEGO | Monday, February 25 Registration closes at noon on 2/19 | Marriott Mission Valley 8757 Rio San Diego Dr. | 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 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. We must receive your registration fees prior to the seminar date. **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 for \$45.00/copy during February.

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 and click on "Submit Continuing Education Credits). This activity *may* be eligible for **5.75** hours of continuing education credit by the ICB.

CPE: Aldrich Bonnefin & Moore, PLC 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.

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