

2021 Advanced Account Documentation and Compliance

WORKSHOP

October 19-20, Farmers Branch
November 3-4, San Antonio



TexasBankersAssociation
Strong Banks. Stronger Communities.

"Our bank attended Suzie's new account seminar. I want to commend Suzie for the great information. It was the closest anyone has ever come to explaining how LLCs, Corps., etc., work — who is who, who does what and the tax reporting for the different types of entities."

— Jerry, Community Bank

Well-trained bankers who recognize and stop attempted dishonest activity are the first line of defense in protecting a financial institution from fraudsters. Unfortunately, new account personnel are too often trained "on the job," which results in an environment of potential vulnerability and unnecessary losses for the bank. Additionally, with constant new regulations, the need for ongoing training is paramount to maintain diligence and update processes and procedures.

This two-day program is the most comprehensive seminar on deposit accounts in the Lone Star State. The presentation provides answers to many of the complicated questions asked by customers and employees. The 200+ page detailed manual, included in the registration and customized to Texas state law, has become known as an invaluable resource for banks across the state. These workshops are highly interactive. Come prepared to get your questions answered!

WHO SHOULD ATTEND?

Operations officers, compliance officers, experienced new account representatives, new accounts supervisors, branch managers, trainers, and auditors. Back office personnel who support the deposit account area will also find this seminar beneficial. At least 85% of this information also impacts the lending area.

WHAT TO BRING

- Signature card and account agreement
- Resolutions for all commercial account types
- Disclosures used at account opening, including the Account Ownership Selection form
- Other documents used to open, maintain and close accounts (if applicable)

PRESENTER

With over 45 years of banking experience, **Suzie Jones** has a reputation as extremely knowledgeable, high-energy with a unique ability to take technical information and make it interesting and applicable. After 22 years, Suzie recently retired as an executive vice president from a large regional bank where she provided overall leadership and risk management to the \$11B Investments Division. She has a unique perspective and appreciation for how difficult and complicated opening new accounts can be. For decades, Suzie opened new accounts, managed new account teams and provided hands-on input to the AML and BSA Committees within the bank. She partners nationally to provide new account training for individual banks, credit unions, private companies, small boutique firms and 14 state banking associations.

WHAT WILL BE COVERED

DAY 1 – BUSINESS AND CONSUMER ACCOUNTS

- Proper Account Title; Customer Identification Requirements
- FCRA (Fair Credit Reporting Act) third-party verification requirements
- Customer Notification/Disclosure Requirements
- Comparison with Government Lists (OFAC)
- IRS SSN/EIN/ITIN Certification/Back-Up Withholding/SS-4/W-9/W-8
- Business Account Documentation
- Business Modification Documentation
- Understanding Business Taxation Options and Why We Care
- Sole Proprietorship / Limiting Risk of General Partners / General Partnership / Limited Partnership/ Limited Liability Partnership; Limited Liability Limited Partnership / Limited Liability Company (LLC) / Single Member/ Multi Member/ Series LLC / Corporation / S Corps / Professional and Non-Profit Corps / Intermediary Agent Accounts/ Non-Profit Social Club and Associations/ Interest on Lawyer Trust Accounts (IOLTA) / Public or Governmental Units
- FinCEN — New Customer Due Diligence Rules
- Documenting Out-of-State Businesses and Layered Organizations
- Resolutions — Purpose and Proper Completion
- Single-Party and Multiple-Party Ownership
- With Right of Survivorship vs. Without Right of Survivorship
- Authorized Signer Designation
- Texas Statutory Durable POA
- Use of Texas Account Ownership Selection Form
- Case Studies

DAY 2 – TRUST, FIDUCIARY, MINOR AND COURT ORDERED ACCOUNTS

- Opening Accounts When Owner of Funds Is Not Present
- Trust Account Overview — Why Set Up a Trust?
- Why are Living Trusts So Popular? Why Avoid Probate?
- Understanding the Authority of the Parties to a Trust
- Key Questions to Ask to Determine Formal Trust Status
- Six Key Pieces of Information Needed to Open a Trust Account
- Does Your Bank Need/Want the Entire Trust Agreement?
- Opening Formal Revocable & Formal Irrevocable Trusts
- Payable on Death Accounts (POD)
- In Trust for Accounts (ITF)
- TIN Compliance for Trust Accounts
- Account Ownership Options for a Minor
- Uniform Transfer to Minor's Account (TXUTMA)
- Estate Accounts
- Guardianship Accounts
- Social Security Representative Payee and VA Fiduciary
- FDIC Insurance
- Account Documentation and Compliance Reference Chart
- Access at Death of a Business Account Signer
- Case Studies

SCHEDULE

8:30 – 9:00 a.m. Registration & Breakfast
9:00 a.m. – 4:00 p.m. Class
Noon – 1:00 p.m. Lunch

REGISTRATION

Register online or complete the attached form and submit via email or mail. The registration fee includes program materials, breakfast and lunch. For IRS reporting purposes, the food cost portion of your registration is approximately \$250.

CANCELLATION

Cancellation/substitution requests must be made in writing. Email requests to education@texasbankers.com. Full registration fees will be refunded if written notice is received no later than **five working days prior to the event**. Substitutions are permitted without penalty.

CONTINUING EDUCATION

Texas State Board of Public Accountancy: 14 CPE credit hours. There are no educational prerequisites.

ABA Professional Certifications: Application for CE credit is pending approval. Attendees will be notified once approval has been confirmed.

LOCATIONS

October 19-20, Farmers Branch
TIB-The Independent BankersBank
11701 Luna Rd.
Farmers Branch, TX 75234

Nearby Hotels:

DoubleTree Hotel
11611 Luna Road
(next door to TIB)
Farmers Branch, TX 75234
972-506-0055

Holiday Inn Express
(.6 mi. from TIB)
1570 Lyndon B Johnson Fwy.
Farmers Branch, TX 75234
469-862-3500

Omni Dallas Hotel at Park West
1590 LBJ Freeway
(.3 mi. from TIB)
Dallas, Texas 75234
972-869-4300

Hampton Inn & Suites
1570 Mira Lago Blvd.
(.9 mi. from TIB)
Farmers Branch, TX 75124
972-373-4900

Candlewood Suites
(.6 mi. from TIB)
1561 Mira Lago Blvd.
Farmers Branch, Texas 75234
469-862-3400

November 3-4, San Antonio
La Quinta Inn & Suites San Antonio Riverwalk
303 Blum St.

San Antonio, TX 78205
Group Rate: \$129 (by 10/4/21)
Reservations: Call 800-753-3757 and provide the following information: Hotel: La Quinta by Wyndham San Antonio Riverwalk (property #53402)
Group Code: CG8726
Online: <https://bit.ly/21acctdoc>

2021 ADVANCED ACCOUNT DOCUMENTATION & COMPLIANCE

Register online or complete a separate form for each registrant. The health and safety of our members is important to us. Please review our COVID-19 notice prior to attending. <https://bit.ly/TBACOVIDNotice>

Online: www.texasbankers.com/store

Email: register@texasbankers.com

Mail: Texas Bankers Association
P.O. Box 2569
Austin, TX 78768-2569

- October 19-20, Farmers Branch
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Late fee applies after October 4, 2021.

TBA Members:

- \$700 first registrant (\$750 late)
 \$650 additional registrants (\$700 late)

Nonmembers:

- \$1,400 per person (\$1,450 late)

Name Mr. Ms.

First Name for badge

Title

Bank/Company

Business Address

Mailing Address (If different from above)

City/State/Zip

Phone

Fax

Email

Please note any special accommodations below (i.e. ADA, food allergies, dietary requests, etc.)

To expedite your registration, please include any other names you have used (i.e. maiden name, formal name or nickname) and, if applicable, any other financial institutions you have previously worked for.

Other Names

Other Financial Institutions