Opening & Documenting Business Relationships (Virtual)

This program has been changed to a virtual program.

October 20, 2020 • 9:00am - 4:00pm

This opening business relationships program will be updated with new customer due diligence rules for beneficial ownership. All worksheets will be updated, and the program will include a script for compliance in opening business accounts. From sole proprietors to corporations, learn how to properly document business customers. This program will assist you in understanding the different types of businesses and the filing requirements for each type of business. You will be able to handle business accounts from opening to closing. Participants will review the proper handling of changing signatures on all types of business accounts plus the handling of checks with regards to these types of accounts.

Workshop Topics

- Sole Proprietor
- Partnerships - LLP, Ltd’s, & General
- Non - Profit Organizations
- IOLTA
- Multi - tiered businesses
- Escrow Agency Accounts
- Public Funds
- Money Service Businesses
- Renewals
- Focused on Business Structures
- Required Paperwork for State of LA
- Completing Resolutions

Who Will Benefit

All customer service representatives, new accounts representatives, personal bankers, cashiers, branch managers, branch administrators, loan officers, loan assistants, training staff and others who manage or work the front line.

Workshop Instructor

Debbie Crawford is the President of gettechnical, Inc., a Baton Rouge-based firm, specializing in the education of banks and credit unions across the nation. Her 27+ years of banking and teaching experience began at Hibernia National Bank in New Orleans. She graduated from Louisiana State University with both her bachelor's and master's degrees. Deborah's specialty is in the deposit side of the financial institution where she teaches seminars on regulations, documentation, insurance and Individual Retirement Accounts.
Opening & Documenting Business Relationships (Virtual)
This program has been changed to a virtual program through Zoom.
October 20, 2020 • 9:00am - 4:00pm

Registration Form

Registrant 1
Mr./Mrs./Ms. ____________________________
Bank ____________________________
Email Address ____________________________
Branch Street Address ____________________________
City, State, Zip ____________________________
Phone ____________________________
Cell ____________________________
☐ I will participate in the Live Virtual Seminar
☐ I would like to receive the Seminar Recording

Registrant 2
Mr./Mrs./Ms. ____________________________
Bank ____________________________
Email Address ____________________________
Branch Street Address ____________________________
City, State, Zip ____________________________
Phone ____________________________
Cell ____________________________
☐ I will participate in the Live Virtual Seminar
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Payment Options
☐ Check (Made payable to Louisiana Bankers Association)
☐ Visa  ☐ MasterCard  ☐ American Express
Card Number ____________________________ Expiration Date ______________
Name on Card (please print) ____________________________ Signature ______________
Billing Address: ____________________________ Amount to be charged on card $ ______________

☐ This training will be covered under SBET (Small Business Employee Training Program). Please provide an
email address on the line below to receive the necessary documentation for reimbursement:

________________________________________

*Please Note: Manual not eligible for SBET funding.

Registration Fees for Live Virtual Seminar
$265, LBA members
$465, Non-members

Registration Fees for Seminar Recording
$265, LBA members
$465, Non-members

Agenda
9:00 a.m.  Program Begins
12:00 p.m.  Lunch
4:00 p.m.  Program Adjourns

Submit registration and view rosters in the Education Section of LBA’s Website, www.lba.org.