

# Safe Deposit the Fundamentals - 2010 Update

A web-based seminar  
Wednesday, August 18th, 2010,  
9:00 AM–11:00 AM Mountain



WYOMING BANKERS ASSOCIATION

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## Program Content:

The safe deposit operation is a unique, fast-changing service in the financial industry. It is the only product or service in which members of your staff do not know the value of a consumer's assets. As a result, every vault transaction can lead to considerable liability. Effective procedures and sound daily practices can counteract and minimize this risk. This seminar covers the "nuts and bolts" and the recommended day-to-day operating procedures for your institution.

**Dave McGuinn**, a nationally recognized expert in the safe deposit area, will provide clear, concise answers to all the basic or complicated questions regarding your institution's responsibility, liability and daily operating procedures. In addition, you will receive information about many current lawsuits and other nationwide horror stories.

## Covered Topics:

Obtain answers to these questions and more to establish your own internal procedures.

- Why should renters be provided with a "No Insurance" disclosure form?
- Who should handle the renter's key and container during a box access?
- What tools (purchased on EBAY) can open a renter's safe deposit box?
- What ten items must be included in a "New Safe Deposit Renter's Kit"?
- What liability exists if access is allowed "before or after" lobby hours?
- What five types of identification are needed on every new box rental?
- Why must safe deposit keys be maintained under strict dual control?
- What ten steps must be followed when granting access to a box?
- What ten steps must be performed when a renter closes a box?
- What are the four most important key control procedures?
- What are the four different styles of box rental contracts?

## Presenter:

David P. McGuinn, President of Safe Deposit Specialists, is a former banker with 40 years of safe deposit experience and is often referred to nationwide as the safe deposit GURU. In all 50 states he has trained over 250,000 safe deposit personnel since 1969, and has served the industry as President of AIB and the American, Texas and Houston Safe Deposit Associations. Dave is a featured speaker for the American Bankers Association's TV network and has been interviewed by the Wall Street Journal, Washington Post, Money Magazine, New York Magazine, Associated Press, AARP, National Public Radio, FDIC, CUNA, CNN, CBS, ABC, NBC Nightly News and Court TV on current safe deposit issues. McGuinn has created numerous video, audio and web training programs and his Safe Deposit Policy and Procedures Handbook, compliance products and training seminars are now the accepted standard for the financial industry.

## Who Should Attend:

This informative program will benefit safe deposit supervisors, full time or relief vault attendants, auditors, or any employee who works in the safe deposit area.

## Registration Fee:

**\$255 per web connection, per session.** Additional branches will receive a reduced rate of \$150!

## Cancellation Policy:

Refunds will be given only for cancellations received in written form 3 business days prior to the program. If your bank is unable to participate after registering, you can also select to receive an audio CD plus a special password to see the information online of the seminar at no additional charge.

*If you are unable to attend the webinar but would like to have this information for training purposes, you may also purchase an audio CD, handout materials and a password to view the information online.*

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*\*Please include an email address as this is how your webinar materials will be delivered to you.*

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| <input type="checkbox"/> Web connection                             | \$255 |
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| <input type="checkbox"/> Web connection and audio CD plus materials | \$375 |

## Ways to Register:

ONLINE: [www.bankwebinars.com](http://www.bankwebinars.com)

FAX: (800) 831-3776

PHONE: (800) 831-0678

MAIL: TTS, PO Box 310, Waunakee, WI 53597

Please Do Not fax registrations to the Wyoming Bankers Association

## Method of Payment:

- Please invoice our bank  
 Check made payable to TTS  
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For assistance, please call Cheryl Johnston, (307)638-5008