



# Opening Business Accounts (Teleconference)

October 15, 2012 ☎ 3:30pm-5:00 pm

This program is a simple look at business accounts for those who are just starting in new accounts. You will learn the six major types of businesses in Louisiana and how they are formed. We will discuss identification of signers and the inside and outside paperwork required for your Customer Identification Program. You will learn how to use the Secretary of State's office to help you determine if it is a legitimate business. We will discuss how to change signers and owners on accounts.

**Topics include:**

- ♦ What are the six major types of businesses?
- ♦ What are the documents we require in Louisiana when we open business accounts?
- ♦ Identification on signers—some do, some don't
- ♦ Understanding what a resolution is and how it works with the signature card
- ♦ Secretary of State's office and business accounts
- ♦ What happens when signers change?

**Teleconference Speaker**

**Christy Crawford** is Assistant Vice President with gettechnical, Inc. in Baton Rouge, LA. Formerly a trainer for one of the U.S.'s largest corporations, Christy brings her eight years of sales and training expertise to financial institutions. She has a Bachelor's degree in Speech Communication from Louisiana State University. She brings humor, youth and vitality to the programs she teaches.

## Registration Form

**Please provide a contact name and email address for each telephone connection. Make copies if more connections are needed.**

<b>Name</b>	<b>Email Address</b>
Connection 1. _____	_____
Connection 2. _____	_____
<b>Bank</b> _____	
Address _____	
City / State/ Zip _____	
Phone _____	Fax _____

**Payment Options**

Check ( Made payable to Louisiana Bankers Association)

Visa    MasterCard

Card Number \_\_\_\_\_ Expiration Date \_\_\_\_\_

Name on Card (please print) \_\_\_\_\_ Signature \_\_\_\_\_

Billing Address: \_\_\_\_\_ Amount to be charged on card \$ \_\_\_\_\_

- I cannot participate in the live program. Please send me the recording.    This training will be covered under SBET (Small Business Employee Training Program). Please send me necessary documentation for reimbursement.
- \$75 (LBA members), \$175 (non-members)
- \*Recording and materials will be sent after the program

**Registration Fee**

\$75 per connection, LBA members  
\$175 per connection, nonmembers

**Submit registration and view rosters in the**

**Education Section of LBA's Website, [www.lba.org](http://www.lba.org).**

**Agenda**

3:30 p.m. Teleconference Begins  
5:00 p.m. Teleconference Adjourns

Louisiana Bankers Association  
5555 Bankers Avenue  
Baton Rouge, LA 70808  
225-387-3282  
Fax 225-343-3159

**Teleconference access codes will be sent to registrants with confirmation emails one week prior to session.**