



# GENERAL BULLETIN

CONNECTICUT  
BANKERS  
ASSOCIATION  
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2010 – 1

January 5, 2010

**SENT TO:**

TO THE CHIEF EXECUTIVE OFFICER  
OR INDIVIDUAL ADDRESSED

CEO, CEO+, COO, CRO,  
Branch Admin., Compliance,  
Retail & Training Specialists

**RE: CBA Web Seminar – Avoiding Losses On U.S. Treasury Checks  
Wednesday, February 3, 2010 -- 2:30 p.m. - 4:30 p.m.**

Payment of Treasury checks is governed by specific, highly detailed federal regulations. Financial institutions routinely incur losses simply because they do not implement identification and verification processes that provide them with a defense in case the item is counterfeit or an endorsement is fraudulent. This program focuses on establishing procedures for handling Treasury checks for deposit. It is not an academic discussion of the rules, but a practical exchange on how to comply with the rules and avoid losses.

Treasury checks are generally accepted for payment and deposit in two areas: the teller window and the new accounts desk. This web seminar helps financial institutions develop appropriate procedures and helps employees understand why they exist. Adoption of the methods discussed helps financial institutions accepting Treasury checks prove that they took reasonable steps to verify that the check was not counterfeit and that the person presenting the item was either the payee or was legitimately empowered to act for the payee. The program also includes how to identify counterfeit checks and the declination process used when counterfeits are presented to the Treasury. How many losses on U.S. Treasury checks would your institution have to avoid in order to pay for attendance at this web seminar? One. And your employees can use this information for years to come.

## **HIGHLIGHTS**

- Security features found on Treasury checks
- The Gold Book
- Opening deposit accounts with a Treasury check as the initial deposit
- Accepting a Treasury check for deposit to existing accounts
- Placing holds on Treasury checks deposited
- Legal requirements for cashing Treasury checks for non customers
- Cashing Treasury checks
- Proper endorsements
- Who can (and cannot) endorse Treasury checks for the payee(s)
- When a payee is considered to have "earned" a recurring payment
- Reclamation notices
- Handling reclamation claims

## **AUDIENCE**

Tellers, teller supervisors, branch managers, new accounts personnel, compliance officers, risk managers and auditors.  
**CE Applied:** 2.5 hours towards the CRCM/CFSSP/CBT/CPB designations with the Institute of Certified Bankers, an affiliate of the American Bankers Association.

### SPEAKER

Ken Gollither is a principal with Pegasus Educational Services, LLC. Prior to becoming a full time trainer, Ken was a community banker and then General Counsel for a regional consulting firm for financial institutions. He has been a presenter at seminars and compliance schools in over 25 states. Ken has also been an instructor at OTS and FDIC schools for examiners.

### WHAT IS A WEB SEMINAR?

A web seminar is an enhanced telephone seminar. The audio portion is delivered by speaker phone. However, you may now view a corresponding PowerPoint presentation using a PC or PC connected to an A/V projector. No special hardware is needed. You may still participate by phone only. The program consists of 90 minutes of instruction and 30 minutes live Q&A. Each registration provides one connection to the web seminar, materials and 30 days access to the online seminar. You may have unlimited listeners on your connection by speaker phone and PC. You will receive a confirmation with your PIN, materials and instructions. If you do not receive a confirmation within two days of the event call 888-262-7701. You may also purchase the CD and materials.

Free 30-Day Replay - Within five working days after the broadcast, you will receive a URL providing unlimited access to a recorded copy of the presentation for 30 days. This enables you to participate in the live web seminar, train additional staff and review the material as needed.

Transmission, retransmission or republishing of the audio portion of the web seminar is prohibited. Your registration entitles you to one connection at one location with permission to make copies of materials for participants. Please complete one registration per location.

The **On-Demand Web Seminar** is a live web seminar that has been recorded and then streamed to your computer to watch at your convenience. The program can be viewed anytime 24/7. You can watch a portion, come back and pick up where you left off! Anyone at your branch may access the program from a computer using the login and password. When purchasing an On-Demand Web Seminar, you have unlimited access to the program for 6 months from the date of purchase.

### REGISTRATION INFORMATION

Registrations are requested to be submitted three days prior to the date of the web seminar. On-line registrations can be made at <http://www.bankersed.com/CTBANKERS/>. For all other registrations, please complete the attached registration form and send directly to Bankers Ed in advance of the program. Fee information for this program is listed on the registration form. **Payment is expected at the time of registration unless other arrangements are made prior to the event with the CBA.**

**Late Registration:** Registrations are accepted until the program starts. To ensure timely delivery of materials, etc., please register online when registering **two working days prior** to the broadcast (credit cards, e-checks and invoices accepted). If you would like assistance with online registration, contact 888-262-7701.

Please do not hesitate to contact either Kathy Parks or me if you have any questions about this web seminar.

Very truly yours,

LINDSEY R. PINKHAM  
Senior Vice President & Secretary

attachment

**CBA WEB SEMINAR**

**AVOIDING LOSSES ON U.S. TREASURY CHECKS**

**Wednesday, February 3, 2010**

**2:30 p.m. - 4:30 p.m. (EST)**

**REGISTER** (Each registration entitles you to one connection at one location where an unlimited number of listeners may participate):

Name \_\_\_\_\_ Title \_\_\_\_\_  
Company \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone \_\_\_\_\_ Fax \_\_\_\_\_ E-mail \_\_\_\_\_

**FOUR WAYS TO REGISTER FOR CBA WEB SEMINARS:**

**Prior to January 26<sup>th</sup>**

Mail: Complete this form, include payment and **mail it to:** Bankers Ed: 5700 S. Mopac, #C310, Austin, TX 78749

**Anytime Prior to the Program**

On-line: Register on-line at <http://www.bankersed.com/CTBANKERS/>

Fax: Complete the registration and credit card information below and fax to: 512-381-1571

Phone: Call 888-262-7701 with credit card information

**CBA WEB SEMINAR – AVOIDING LOSSES ON U.S. TREASURY CHECKS**

**Wednesday, February 3, 2010** - (Seminar code: SW2-1100)

Web Seminar/Materials (live hookup)  \$255 member  \$510 non-member

On-Demand Web Seminar/Materials  \$275 member  \$550 non-member

**METHOD OF PAYMENT** (check one):

**Check made payable to: Bankers Ed**

Discover Card  MasterCard  Visa  AMEX

Card Number \_\_\_\_\_ Exp. Date \_\_\_\_\_

Security Code (3 or 4 digits on back of card) \_\_\_\_\_

Signature \_\_\_\_\_ Amount \$ \_\_\_\_\_

For registration questions, please contact Bankers Ed customer support at 877-880-1335 or Kathy Parks at the Connecticut Bankers Association parks@ctbank.com or 860-677-5060.

**\*\*\*Registrations must be sent to Bankers Ed\*\*\***

(Seminar code: SW2-1100)