



COMMUNITY BANKERS ASSOCIATION OF ILLINOIS

Webinar – On-Demand Web Link

All You Need to Know About E-SIGN, E-Statements & E-Disclosures

Tuesday, May 1, 2018

2 - 3:30 p.m.

Are you confident your e-statement program is compliant with legal and regulatory guidelines? Do you adhere to E-SIGN and UETA? Is your enrollment process fully compliant? Do you allow accountholders to sign up for online banking in your lobby? Do your e-disclosures contain the required information, including mandatory technology guidelines? Could you provide evidence of accountholders' affirmative consent if your e-statement program triggered a lawsuit or regulatory audit? Many financial institutions have unwittingly established unlawful online banking programs that violate E-SIGN. If you are caught operating a noncompliant program, every e-statement you've ever sent could be deemed legally invalid. Regulatory fines, defense costs, and legal settlements could far exceed the potential savings e-statements provide. Attend this program to learn vital information about E-SIGN, UETA, e-statements, e-disclosures, affirmative electronic consent, record retention, and more. Participants receive a checklist to determine if your e-statement program is well-managed and compliant with legal, regulatory, and organizational guidelines.

HIGHLIGHTS

- What are E-SIGN and UETA and what do they require?
- Why and how do financial institutions typically mismanage E-SIGN compliance?
- Understanding and complying with E-SIGN consumer consent provisions and processes
- What constitutes a lawful, well-written e-disclosure?
- Why and how accountholders must prove technological competence to receive e-statements
- Is it lawful to enroll accountholders in your lobby or via mobile devices?
- Proving affirmative consent to courts and regulators
- What to do if your financial institution is violating E-SIGN
- Recognizing and avoiding common legal and compliance mistakes in e-statement programs

- Potentially costly consequences of noncompliance
- Answers to the most pressing e-statement questions
- Timely information, expert advice, best practices, and compliance tips to implement immediately

TAKE-AWAY TOOLKIT

- Compliance checklist to determine if your e-statement program is well-managed and compliant
- Whitepaper on writing clear, effective, legally compliant e-disclosures
- Employee training log
- Quiz you can administer to measure staff learning and a separate answer key

Attendance verification for CE credits provided upon request.

WHO SHOULD ATTEND?

This must-attend session ensures legally compliant e-banking. Compliance officers, risk managers, records managers, online banking personnel, operations managers, business development managers, and others charged with managing electronic banking, E-SIGN, e-statements, e-disclosures, and electronic business records benefit from this program.

ABOUT THE PRESENTER

A recognized expert on workplace policy, communication, and compliance, Nancy Flynn is the founder and executive director of The ePolicy™ Institute and Business Writing Institute. She provides training, writing, and consulting services to clients seeking to minimize compliance risks and maximize communication skills. Flynn is the author of 13 books, including "Writing Effective E-Mail," "The ePolicy Toolkit," and "The Social Media Handbook." An in-demand trainer, she conducts seminars, webinars, and one-on-one coaching for financial institutions, financial services firms, and other clients worldwide. She also serves as an expert witness in litigation related to workplace policies and Internet use.

THREE REGISTRATION OPTIONS

1. LIVE WEBINAR

The live webinar option allows you to have one telephone connection for the audio portion and one Internet connection (from a single computer terminal) to view online visuals as the presentation is delivered. You may have as many people as you like listen from your office speaker phone. Registrants receive a toll-free number and pass code that allow entrance to the seminar. The session is approximately 90 minutes, including question and answer sessions. Seminar materials, including instructions, PIN number, and handouts are emailed to you prior to the broadcast. You need the most-current version of Adobe Reader available free at www.adobe.com.

2. ON-DEMAND WEB LINK**

Can't attend the live webinar? The ON-DEMAND WEB LINK** is a recording of the live event including audio, visuals, and handouts. We even provide the presenter's email address so you may ask follow-up questions. Within five business days following the webinar, you are provided with a web link that can be viewed anytime for the next six months. This link expires six months after the live program date.

3. BOTH LIVE WEBINAR AND ON-DEMAND WEB LINK**

Includes options 1 and 2 above.

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AFFORDABLE TRAINING, WHEN AND WHERE YOU CHOOSE.

REGISTRATION FORM

All You Need to Know About E-SIGN, E-Statements & E-Disclosures Telephone/Webcast
Tuesday, May 1, 2018 2 - 3:30 p.m.

Choose Your Training Option:

Purchase (Check one)	Training Options <i>(Registration includes one location hook-up)</i>	CBAI Member	Prospective-Member*
	Live Webinar	\$275	\$475
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