

# Unclaimed Property Professionals Organization

Orange County, CA

## 2010 Annual Conference

March 8 - 10, 2010

Basic – Intermediate – Advanced – All Levels

### Sunday, March 7, 2010

2:00 – 5:00pm Registration Opens  
6:00 pm Welcome Reception

### Monday, March 8, 2010

7:00 am Registration Desk Open

7:00 – 8:00am Breakfast

8:00 – 8:45am Welcome /Opening Session

#### 8:45 – 10:00am Key Note Speaker

Mike Song, co-author of *The Hamster Revolution* and CEO of CKS, will deliver a dynamic, behavior changing email efficiency and etiquette keynote speech for UPPO. This interactive and entertaining experience will convey practical strategies that have helped thousands of professional world-wide to reduce email overload, improve their image and get more done.

10:00 – 10:30 am Exhibitor Break

#### 10:30am – 12:00pm Industry Breakouts

Prepare questions for state/holder open forum, discussion time for industry-specific issues, best practices, etc.

11:45 am – 1:15pm Lunch

#### UPPO Member Business Meeting – Part 1

#### 1:30 – 3:00 pm State Open Forum

State presentation on state trends, hot topics, what's on the radar, audit triggers, holder from states' perspective, etc. NAUPA standardization update and state/holder open forum. What should holders do when they reach out to the state for guidance and the state is non-responsive?

3:00 – 3:30pm Exhibitor Break

#### 3:30 - 5:30pm Top 10 Unclaimed Property Issue for 2010

The world of unclaimed property is ever changing; have you kept up with the latest changes? This session will include the top 10 issues that will affect unclaimed property in 2010 and review major decisions, cases and proposed legislation from 2009 - 2010.

### Tuesday, March 9, 2010

7:00am Registration Desk Open

7:00 – 8:00am Breakfast

8:00 am – 3:15pm  
Workshops

8:00 – 9:00 am

#### Due Diligence 101

Performing due diligence is as important as preparing the unclaimed property reports themselves. Due diligence is also important to Customer/Vendor/Employee Relations. This session will equip you with the tools you need to get your due diligence process in line to meet and exceed state requirements.

#### ERISA

A fresh look at ERISA. ERISA is not the "catch all" that many believe it is. The presenters will explore what are and are not ERISA plans and recent state audit inquiries.

#### Determining When You Need Counsel or Other Experts

Are you stumped - is it time to bring in your internal counsel, outside counsel, or enlist an expert? This session will cover scenarios, examples and advice on how and when to enlist assistance. Do you have the expertise to understand extrapolation, legal issues, audit process and appeal procedures, and other gray areas?

#### California Session

Clarification of California reporting requirements. Tips and tricks to maintain your sanity while achieving compliance and managing the workload.

#### The Cost of Non-Compliance vs. the Cost of Compliance

You can't afford to be non-compliant but it is very costly to be compliant. The less you know the more it could cost you. Is your company and other divisions recognizing all property types pertinent to your industry? Are you communicating between decentralized functions within your company? Learn how the lack of records and reporting history can lead to extrapolation and unexpected costs. Cost of compliance: due diligence mailings, report processing, internal research, resources to stay current with law changes, and outsourcing, etc.

### **Mergers, Acquisitions and Divestitures (MAD)**

It's a MAD, MAD World!! This session will cover the importance of performing your transactional research for the evaluation of unclaimed property implications in a MAD transaction. Includes a discussion of successor and predecessor liability and unclaimed property audit considerations.

9:15 – 10:15am

### **Due Diligence 201 – A Fresh Look**

Build upon the basics of due diligence by learning and sharing the best practices from fellow unclaimed property professionals. Attend this interactive session if you want to increase your due diligence responses.

### **Business to Business, Other Exemptions and When to Use Them**

State exemptions are not as simple as they sound, from how to apply them, how to take advantage of them, and how to recognize their benefits. This session will review state by state exemptions available to all holders and accounting procedures for them.

### **Law & Order – Unclaimed Property Review**

Unclaimed Property from a Legal Perspective.

"Do you know the law? Do you know the order in which to follow the law? Come to this session to see unclaimed property from a legal perspective."

### **Gift Cards and Rebates**

This key topic remains critical to many. Gift cards, rebates, and other related property types remain dynamic considerations. Learn why this topic remains on the UPPO agenda each year.

### **The Cost of Non-Compliance vs. the Cost of Compliance (Repeat)**

You can't afford to be non-compliant but it is very costly to be compliant. The less you know the more it could cost you. Is your company and other divisions recognizing all property types pertinent to your industry? Are you communicating between decentralized functions within your company? Learn how the lack of records and reporting history can lead to extrapolation and unexpected costs. Cost of compliance: due diligence mailings, report processing, internal research, resources to stay current with law changes, and outsourcing, etc.

### **Third Party Administrators**

Learn how to manage your TPA and the right questions to ask.

Question #1: True or False: a TPA is responsible for escheatment?

Answer: Attend this session to find out.

10:15 – 10:45am Exhibitor Break

10:45 – 11:45am

### **Due Diligence 101 (Repeat)**

Performing due diligence is as important as preparing the unclaimed property reports themselves. Due diligence is also important to Customer/Vendor/Employee Relations. This session will equip you with the tools you need to get your due diligence process in line to meet and exceed state requirements.

### **Annual Check-up of Your Unclaimed Property Department**

Your unclaimed property function has been established, or has it? A proactive self-audit may keep the state auditor away (or at least make it less painful).

### **Determining When You Need Counsel or Other Experts (Repeat)**

Are you stumped - is it time to bring in your internal counsel, outside counsel, or enlist an expert? This session will cover scenarios, examples and advice on how and when to enlist assistance. Do you have the expertise to understand extrapolation, legal issues, audit process and appeal procedures, and other gray areas?

### **Gift Cards and Rebates (Repeat)**

This key topic remains critical to many. Gift cards, rebates, and other related property types remain dynamic considerations. Learn why this topic remains on the UPPO agenda each year.

### **Effective Unclaimed Property Policy and Procedures**

Find out why it is important to have updated and comprehensive written unclaimed property policies and procedures, but more importantly that they are enforced and followed.

### **Bankruptcy**

As if bankruptcy weren't difficult enough to deal with... consider the unclaimed property implications. This session will include topics such as notification requirements, record retention, audit issues, and considerations for acquiring or divesting bankrupt entities.

11:45am – 1:00pm Lunch  
UPPO Member Business Meeting – Part 2

1:00 – 2:00pm

### **Due Diligence 201 – A Fresh Look (Repeat)**

Build upon the basics of due diligence by learning and sharing the best practices from fellow unclaimed property professionals. Attend this interactive session if you want to increase your due diligence responses.

### **Business to Business, Other Exemptions and When to Use Them (Repeat)**

State exemptions are not as simple as they sound, from how to apply them, how to take advantage of them and how to recognize their benefits. This session will review state by state exemptions available to all holders and accounting procedures for them.

### **Non-Qualified Plans**

Not to be confused with ERISA plans, this session will cover definitions and explore typical non-qualified plans, such as Workers Compensation, Flex Spending Accounts, IRA plans, 529 plans, and more.

### **Reporting Basics**

Gain an understanding of the requirements of unclaimed property reporting. Including: the basics of unclaimed property, property types, service charges and advertising.

## Tuesday, March 9, 2010 (con't)

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### Effective Unclaimed Property Policy and Procedures (Repeat)

Find out why it is important to have updated and comprehensive written unclaimed property policies and procedures, but more importantly that they are enforced and followed.

### Mergers, Acquisitions and Divestitures (MAD) (Repeat)

It's a MAD, MAD World!! This session will cover the importance of performing your transactional research for the evaluation of unclaimed property implications in a MAD transaction. Includes a discussion of successor and predecessor liability and unclaimed property audit considerations.

2:15 – 3:15pm

### Accounts Receivable

Unclaimed property is not just checks; accounts receivable related property is one of the most actively audited areas of general ledger property. Commonly riddled with discrepancies, returns, credit memos, turnover in personnel, voluminous transactions, accounting errors, and record keeping shortfalls, this session will explore how to manage the associated risks with this complex area.

### Annual Check-up of Your Unclaimed Property Department

Your unclaimed property function has been established, or has it? A proactive self-audit may keep the state auditor away (or at least make it less painful).

### Law & Order – Unclaimed Property Review (Repeat)

Unclaimed Property from a Legal Perspective.  
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### Electronic Reporting

What are your options for electronic reporting and risk considerations, such as protecting confidential owner information.

### Priority Rules with an Emphasis on the Third Priority Rule

Myth or fact... yes there are three priority rules, join us for an overview of the priority rules and explore when they can be enforced. This session will include a look at third priority rule laws and pertinent cases as well as a discussion of their purpose and applicability from different perspectives.

### Top 10 Things You Need to Know About Delaware

Often talked about during conferences, here is a synopsis of the reasons why.

### 4:00 – 9:00pm Offsite Event – Disney Land

Attendees will have the opportunity to explore Disney's California Adventure then gather at Studio 17 to network and have dinner with peers.

## Wednesday, March 10, 2010

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7:00am Registration Desk Open

7:30 - 8:30am Breakfast

8:30 – 9:30am Not So "Late Show" – Top 10  
Review of top 10 from Monday and Tuesday's sessions.

### 9:30 – 10:45am Asset Recovery – Case Study

Case Study #1 - How to find property belonging to your company.

Case Study #2 - You recovered funds, how to record them on your books.

Case Study #3 - You reported in error; what next?

Case Study #4 - What to know when using a finder.

10:15 – 10:45am Exhibitor Break

### 11:15am – 12:15pm Be One Step Ahead of An Audit: Proactive Compliance and Voluntary Disclosure Agreements

Does your company have a history of past non-compliance? Don't know where to start? Learn proactive measures you can take with the state to come forward in a non-compliance situation. Don't wait for an audit notice!

12:15 – 1:30pm Lunch

### 1:30 – 2:30pm Audits – The Tale of Two Companies – Book One

"It was the best of times, it was the worst of times." Two companies received an audit notice, and a demanding document request. Review and contrast of two companies and how they handled it. You decide which company handled it right.

### 2:30 – 3:30pm Audits – The Tale of Two Companies – Book Two

Follow these companies through the end of their audits and settlement. Find out what they did next, it may surprise you... one handled it better. How would you handle it?

3:30 – 4:00pm Conference Closing and Wrap up.

## Conference / CPE Information

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### Course Level

Basic, Intermediate and Advanced courses offered

### Delivery method

Group Live

### Prerequisites / Advance Preparation

Basic: Unclaimed Property 101 recommended (available via webinar)

Intermediate: 0 –2 years Unclaimed Property Experience and Attended Unclaimed Property 101

Advanced: 2 or more years Unclaimed Property Experience and attended one UPPO annual conferences

### Learning Objectives

**Basic:** Upon completion of the conference, beginning participants will be able to review their escheatment policies to ensure they are in compliance with escheatment laws. Additionally, conference participants will enhance their unclaimed property knowledge by networking with their peers, including holders, state representatives and service providers regarding industry standards and current issues surrounding unclaimed property.

**Intermediate:** Upon completion of the conference, participants will be able to organize (transform or stream-line) their escheatment department and identify (evaluate or assess) any process weaknesses. Intermediate level conference participants will further their unclaimed property knowledge by continued networking with their peers, including Holders, State Representatives and Service Providers regarding issues affecting their industry and current issues surrounding unclaimed property.

**Advanced:** Upon completion of the conference advanced participants will expand their knowledge of unclaimed property, state and government regulations and their ability to identify and improve process weaknesses. The advanced participant will also have an opportunity to further the development of their peer network through contact with other holders, state representatives and service providers regarding industry standards and current issues surrounding unclaimed property.

### Refund / Cancellation Policy

No refunds will be made after February 13, 2009. Before February 14, 2009 a 50% refund will be made. For more information regarding administrative policies such as complaint and refund please contact Jackie Cote via email at [jackie@uppo.org](mailto:jackie@uppo.org) or 508-883-9065.

### CPE Credits

Approximately 16 CPE credits will be available.



Unclaimed Property Professionals Organization is registered with the National Association of State Boards of Accountancy (NASBA), as a sponsor of continuing professional education on the National Registry of CPE Sponsors. State boards of accountancy have final authority on the acceptance of individual courses for CPE credit. Complaints regarding registered sponsors may be addressed to the National Registry of CPE Sponsors, 150 Fourth Avenue North, Suite 700, Nashville, TN, 37219-2417. Web site: [www.nasba.org](http://www.nasba.org)

For questions about CPE credits contact: Jackie Cote 508-883-9065 or [jackie@uppo.org](mailto:jackie@uppo.org)