

AGENDA

SEPT. 17, 2014

2:00 pm – 8:00 pm	Registration Open
3:00 pm – 5:00 pm	Unclaimed Property “Buzz” What’s trending in the world of unclaimed property? What’s up with NAUPA standards? This session will cover new laws, new rules and new twists. Get the latest information about news and events impacting the holder reporting community.
6:00 pm - 8:00 pm	Welcome Reception

SEPT. 18, 2014

7:00 am – 5:00 pm	Registration Open	
7:00 am – 8:00 am	Continental Breakfast	
8:00 am – 8:10 am	Welcome	
8:15 am – 9:15 am	Unclaimed Property Essentials – Basic What are the basic elements of this thing called “unclaimed property”? This session will explore the essential concepts covering basic state statutes, regulations and court decisions, and their related impact on compliance. In addition, this session will include examples and discussion on the rules of jurisdiction, the numerous types of property and how unclaimed property differs from a tax.	Holders’ Rights, Roles and Responsibilities - Intermediate Do you have a clear understanding of your rights as a holder and your related responsibilities? This session will cover key cases and provide an overview of your rights and responsibilities. Attendees will walk away with a clear understanding of how to execute your rights and avoid missteps by protecting your organization in the ever-changing unclaimed property world.
9:15am – 9:45am	Exhibitor/Refreshment Break	
9:45 am – 10:45 am	Creating an Effective Unclaimed Property Program – Basic You’ve been delegated the responsibility of setting up an unclaimed property program for your company. What do you do now? This session will cover the basics of setting up a team including how to research and draft comprehensive policies and procedures for all company divisions which may have unclaimed property, how to establish security and controls over business processes involved in compliance, how to assess interdepartmental impact and perform periodic risk assessments to ensure continued conformity, and how to use govWATCH to keep abreast of developments in laws, regulations and court cases.	Creating Your Policies and Procedures - Intermediate Have you been tasked with creating an unclaimed property policies and procedures manual or updating your existing procedures? This will be an interactive session and provide step-by-step procedures necessary for you to prepare your manual, as well as cover pressing issues addressing the impact of law changes on your procedures, frequency of updating the manual, who within your organization should approve the procedures, etc.
10:50am – 11:50am	Due Diligence – Basic Do you often wonder what practitioners mean when they speak about due diligence and how important it is to you? Do you know the difference between a due diligence letter and a search letter? This session will elaborate on the due diligence process and its importance. Similar to reporting, each state has its own due diligence requirements. This session will review the format and content requirements.	Build a Better Due Diligence Workshop – Intermediate The due diligence process can be tedious, but in most cases it is required by states since it provides one last chance for owners to claim their property before it is turned over to the state. This interactive session will focus on best practices for creating an effective due diligence letter and increasing response rates.

SEPT. 18, 2014 (continued)

11:50 am – 12:50pm	Lunch - Seated by Industry	
1:00 pm – 2:00 pm	Preparing for an Unclaimed Property Audit – Basic This session will cover a broad array of must-know topics, including the red flags or actions that may trigger an audit, understanding the audit process and the relevant documentation that will be requested, sampling and estimation techniques, interest, penalties and settlement and appeals options.	Audit Defense – Managing Third Party Multi-State Audits – Intermediate Third-party multi-state audits are becoming more common. Gain insight into the audit process and what to expect from all participants. This session will cover detailed steps utilized by third party auditors regarding sampling and extrapolation methodologies, the "hot" areas of focus, how to effectively present mitigation documentation in order to achieve the best possible outcome, and the steps to obtain and negotiate a closing agreement.
2:10 pm – 3:10 pm	Creating an Effective Reporting Checklist – Basic A surefire way to successfully execute your reporting responsibilities is to use an effective reporting checklist! This interactive session will enable participants to devise a reporting checklist template and identify common, costly and/or preventative reporting mistakes. Feel free to come to this session with any reporting problems and use this session as a forum to identify possible solutions.	Preemption Primer – Intermediate When do federal laws preempt or override state unclaimed property laws? It may be more often than you think. Preemption generally applies, at least to some extent, to federally regulated industries, such as banking, telecommunications, airlines and motor carriers. Preemption may also apply to a variety of different property types, from ERISA plans to class action settlement proceeds, to property owed to or held by the federal government. Preemption also comes into play for bankrupt holders and when states deviate from the jurisdictional "priority rules" created by the U.S. Supreme Court.
3:10 pm – 3:45 pm	Exhibitor/Refreshment Break	
3:45 pm – 4:45 pm	Uniform Unclaimed Property Law Update The Uniform Law Commission is undertaking the task of rewriting the Uniform Unclaimed Property Act. While the final results aren't expected for two to three years, now is the chance for holders, through UPPO, to provide input to standardize practices across all jurisdictions.	
4:45 pm – 5:00 pm	Closing	