



• Education • Development • Growth • Essentials •

Lending to Small Businesses (Including SBA Loans)

TELEPHONE – WEBINAR – AUDIO/VISUAL CD ROM

Wednesday, April 14, 2010

3:00 pm – 4:30 pm EST

Lending to small businesses can be tricky. Many small business owners need additional assistance from their credit union to understand the lending process. Further, the credit union is often faced with a small business owner who confuses the legal distinction between his personal and business operations. This webinar will cover the basics of what every credit union needs to know to responsibly lend to small businesses. We will not focus on the Small Business Administration's programs, but we will review the two most-common SBA guaranteed loan programs. This webinar is designed to improve your small business lending skills in general, and to make you more knowledgeable about the two most common SBA guaranteed loan programs.

HIGHLIGHTS

- Explanation of the various business entity borrowers (sole proprietorship, general partnership, limited partnership, corporation, and limited liability company) and the required authority documentation to lend to each type
- Review of proper documentation for loans secured by real estate, inventory, accounts receivable, machinery, furniture, fixtures, and equipment
- How to ensure that your credit union obtains a first-priority security interest in collateral
- Risks associated with commingling business and personal funds
- Overview of the SBA's 7(a) and 504 guaranteed loan programs

WHY SHOULD YOU PARTICIPATE?

This session is a cost-effective way to gain a better understanding of how to responsibly lend to small businesses. You may train as many individuals as you like for one set price. There will be no travel costs, no time lost from work, and no one will be required to leave the institution.

WHO SHOULD ATTEND?

This informative session is designed for all personnel involved in small business lending, especially loan officers, loan operations personnel, credit analysts, compliance officers, attorneys, and managers.

PLEASE NOTE: Your registration fee allows you to have **one telephone connection** and **one internet connection**. However, as many people as you like may listen from your office speaker phone or view from a single computer terminal.

ABOUT THE PRESENTER – Elizabeth Fast, JD & CPA Spencer Fane Britt & Browne

Elizabeth Fast, Esq. is a partner with Spencer Fane Britt & Browne LLP where she specializes in the representation of financial institutions. Elizabeth is the head of the firm's training division known as

Bankers Choice. She received her law degree from the University of Kansas and her undergraduate degree from Pittsburg State University. In addition, she has a Master of Business Administration degree and she is a Certified Public Accountant. Before joining Spencer Fane, she was General Counsel, Senior Vice President, and Corporate Secretary of a \$9 billion bank with more than 130 branches, where she managed all legal, regulatory, and compliance functions. She is a member of the Missouri State Banking Board by appointment of the Governor.

WHAT IS A WEBINAR?

This training method allows unlimited listeners on your office speaker phone. By choosing the webinar option, participants will also be able to view online visuals as the presentation is delivered. Registrants receive a toll-free number and pass code that will allow entrance to the seminar. The session will be approximately 90 minutes, including question and answer sessions. Seminar materials will be sent prior to the broadcast along with hookup instructions. Your pin number, hookup instructions and handouts will be emailed to you. You will need the most current version of Adobe Acrobat Reader available free at www.adobe.com.

CAN'T ATTEND THE SCHEDULED TRAINING? ORDER THE AUDIO/VISUAL CD ROM!

As an added benefit, you may purchase a CD Rom* of this presentation. The CD includes the original audio/visual presentation, the question and answer sessions, and the handouts. In addition, you will be able to contact the presenter if you have follow-up questions. Use this "off-the-shelf" training program for those that could not attend the live seminar and for future training. **AFFORDABLE, PROFESSIONAL TRAINING, WHEN AND WHERE YOU CHOOSE.**

*CD Rom for PC use only

Investment: \$199.00 Webinar per connection
\$199.00 CD Only
\$249.00 CD & Webinar per connection

To enroll, you may complete and fax our **General Registration Form** (found on the Web site) or **send an Email to mzelinsky@njcul.org**. Please include Participant Name, Investment Choice and Cost to your credit union.

If you have any additional questions, please do not hesitate to contact the Education and Training Department at 609-448-2426 x100.