

An Introduction to Trusts Course

Tuesday 17th & Wednesday 18th January 2012 in Zurich

Our annual 2 day training course will be held in Zurich in a similar format to previous years. The course is designed to provide practical instruction for persons working in the banking, financial, trust and fiduciary sectors in Switzerland. It will be of interest to people with relatively little experience of trusts, who wish to gain a more comprehensive knowledge of the subject.

The lectures will be given by experienced STEP members who will concentrate on the practical aspects of trust formation and administration. Comprehensive documentation will be supplied and there will be plenty of opportunity for participants to interact with the lecturers and each other. The language of the course will be English but questions and answers may also be in German.

Dates: Tuesday 17th & Wednesday 18th January 2012 in Zurich

Venue: Alakart Piazza (Restaurant), Credit Suisse Bldg., Uetlibergstrasse 231, Zurich
(Tram Number 13 from Zürich Main Station direction Albisguetli Tram-Stop UETLIHOF)

Fee: CHF 1,500 per person (incl. VAT) for the complete course, including lunch and refreshments on both days. This will be reduced to CHF 1,250. where 3 or more applicants register together from the same company or institution.

Cancellations: Cancellations must be received with 5 working days of the date of the Seminar and will be subject to a charge of CHF 150. It is regretted that cancellations received after this time and those not put in writing will not be accepted and the delegate will be liable for the full seminar fee. Substitutions may be made at any time provided that the organisers are notified prior to the commencement of the seminar.

Certificate: Participants who attend the whole course will receive a certificate of attendance.

Note: In order that full benefit can be obtained, participation will be restricted to the first 30 applicants who register and pay for their attendance. We shall operate a queuing system for unsuccessful applications.

We invite you to register by completing and returning the attached form. Invoices will be issued and you also have the choice of paying your invoice by credit card.

An Introduction to Trusts Course

Programme

Day one: **Tuesday, 17th January 2012**

09:00 **Registration and Coffee**

09:30 **AN INTRODUCTION TO TRUSTS AND THEIR USES**

The origins of trust law

Uses of trusts

Settlor / Trustee / Beneficiary / Protector – their roles

Types of trusts and related issues including “letters of wishes”

Trusts v. foundations, insurance etc

Forced heirship – the issues

Asset protection – bankruptcy, professional risk, divorce

Speaker: Stephanie Jarrett, Baker & McKenzie Geneva

11:00 **Coffee**

11:15 **TAX AND ESTATE PLANNING**

How taxes apply to trusts

Tax implications for settlors and beneficiaries

Special consideration of the SSK circular letter on Tax examples

Tax Liability of Trustees and Protectors

Speaker: Heini Ruedisuehli, Lenz and Staehelin, Zurich

12:30 **Lunch**

14:00 **HOW TO BE A GOOD TRUSTEE**

How to be a good trustee

Avoiding the sham trust

Exercising discretion

The rights of beneficiaries

Confidentiality

Important court decisions/lessons to be learnt

Dealing with conflicts between the trust deed and the law

Speakers: Timothy Urquhart, Trust Consultant, Zurich

15:15 **Coffee**

15:30 **CHOOSING JURISDICTIONS**

does 'onshore' and 'offshore' still have any meaning? What to look for in choosing your trust jurisdiction. Use of Switzerland, Singapore, New Zealand, Delaware, Cayman, Bahamas, Jersey, Liechtenstein and some other traditional trust jurisdictions.

Speaker: Timothy Urquhart, Trust Consultant, Zurich

17:00 **Close for the day**

An Introduction to Trusts Course

Programme (continued)

Day two: **Wednesday 18th January 2012**

09:00 **Registration and Coffee**

09:30 **The Trust and Civil Law**

Influence of matrimonial property and inheritance law

Liability of a Swiss trustee

Insolvency of a Swiss trust

Creditors' rights

Information of rights of beneficiaries, settlors heirs, etc.

Speaker: Jacqueline Burckhardt Bertossa, Burckhardt AG

10:45 **Coffee**

11:00 **MANAGING TRUSTS IN SWITZERLAND**

Dealing with litigation – going to court in Switzerland or elsewhere

First hint of trouble

Where?

Managing the process

Sources of information and further qualifications

Speaker: Mark Barmes, Lenz & Staehelin, Geneva

12:30 **Lunch**

14:00 **BOOKS AND RECORDS**

The importance for banks and trustees of proper records and accounting

How to set up proper trust records

Minutes and resolutions

Basic trust accounting

Providing information for submission to tax authorities

Speaker: Chris Couzens, Barclay Trust (Suisse), Geneva

15:15 **Coffee**

15.30 **TRUSTS AND INVESTMENTS**

Right or Duty to invest the trust fund?

The trustee's duty of care

Delegation of investment powers

Monitoring trust investments

Investing in tangibles and real estate

Speaker: Markus Heeb, Prime Advisory Group, Zurich

17:00 **Chairman's closing remarks**

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Please register

by email to admin@step-ch-fl.com (please click) or by fax to 041 727 05 21
This is to confirm that I/we wish to attend this course.

.....
Name:

.....
Name:

.....
Company Name and Address (full address please):

Telephone number: Fax:.....

Email address: Signature:

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I will pay upon receipt of the invoice

Please charge my: MasterCard VisaCard and send me a confirmation / invoice

Card Holder's Name: Exp. Date:

Credit Card Number:

Clearing Number (last 3 digits on the reverse of the credit card):

Please note that the participant and the organisation will have joint and several liability for payment.