



Instructor: David McGuinn

30 Steps to Audit a Safe Deposit Area Webcourse

Course #: C1000WC—2020 UPDATE

JANUARY 29, 2020

10:00AM—Noon

course description

Management should take full advantage of an effective safe deposit audit program as their protection against losses due to negligence or carelessness. The mysterious disappearance of property from either internal theft or burglary must be avoided. You should be sure that procedures are in place to assure that your attendant uses the utmost diligence in making sure there are no exceptions or deviations.

For an auditor to properly perform this task, they must be thoroughly familiar with all aspects of your safe deposit operation. This seminar covers the “nuts and bolts” and the important steps that must be followed to audit your entire safe deposit function.

Dave McGuinn, a nationally recognized expert in the safe deposit area, will provide clear, concise recommendations to market this service, improve your bottom line and satisfy these consumers. In addition, he will share many success stories about concepts that have enabled institutions nationwide to improve their profitability.

Looking for more details? [Visit our website](#) for a detailed course description.

how to enroll

Enroll online at our website, [CFTEA.org](#) under Business Skills.

how class works

Course session run for two hours by logging in at a computer, tablet or mobile device. The best part? It is all live! Taught by an experienced nationally known safe deposit instructor!

tuition

\$150 per participant or \$99 for the recorded instructor led program. (Normal cost is \$295 per participant. Take advantage of these specially rates!)

withdrawal policy

CFTEA withdrawal policy is outlined within our latest catalog and on our website. Before class begins the enrollment may be transferred to another student with the approval of the student’s employer and the CFTEA office.

Would you like to know more about new educational career paths?

Visit us at [cftea.org](#) and follow us on Facebook!

SPRING 2020 Registration and Offerings

Select courses to register

January 2020

- Residential Mortgage Lending Webcourse starts 1/4/2020
- Accounting (\$100 Off Sale) Webcourse starts 1/20/2020
- 40 Steps to Make Safe Deposit Boxes a Profit Center Webcourse 1/29/2020 (Special pricing discount)
- Commercial Lending Webcourse starts 1/30/2020

February 2020

- IRA Fundamentals—Machias, Maine 2/5/2020
- Medallion Signature Guarantee—Montpelier, Vermont 2/5/2020
- Notary Public Workshop—Montpelier, Vermont 2/5/2020
- Top 50 Important Safe Deposit Box Operating Procedures Webcourse –2/13/2020

March 2020

- Quality Service Webcourse starts 3/4/2020
- IRA Fundamentals—Montpelier, Vermont 3/10/2020
- IRA Advanced—Montpelier, Vermont 3/11/2020
- IRA Fundamentals—Augusta, Maine 3/11/2020
- IRA Fundamentals—Rutland, Vermont 3/11/2020
- HSA Fundamentals—Montpelier, Vermont 3/12/2020
- Top 25 Safe Deposit Compliance Issues Webcourse 3/17/2020
- Written Communication Webcourse starting 3/17/2020
- IRA Fundamentals—Rockport, Maine starting 3/18/2020
- Modern Supervisor—New Gloucester, Maine starting 3/24/2020
- IRA Fundamentals—New Gloucester, Maine 3/31/2020

April 2020

- Consumer Lending Webcourse starts 4/1/2020
- IRA Advanced—New Gloucester, Maine 4/1/2020

April 2020

- HSA Fundamentals—New Gloucester, Maine 4/2/2020
- Legal Foundations in Banking Webcourse starting 4/2/2020
- Modern Supervisor—Gilford, New Hampshire starts 4/9/2020
- Enhance Your Potential, Build Your Leadership Narrative Certificate—New Gloucester, Maine starts 4/16/2020
- 30 Steps to Audit a Safe Deposit Department Webcourse 4/22/2020
- Communicate with Confidence, Comfort and Conviction—New Gloucester, Maine 4/22/2020

May 2020

- Branch Manager Bootcamp—New Gloucester, Maine starts 5/6/2020
- Structuring Commercial Loan Packages—New Gloucester, Maine 5/20/2020

REGISTRATION - Scan to tammy@cftea.org

Name: _____

Organization: _____

Month of Birth: _____ Day of Birth: _____

Email: _____

Contact Phone: _____

Register for courses selected above or another course and code:

Approval Signature:
