



STEP - Society of Trust and Estate Practitioners
Association STEP Suisse-Romande

AN INTRODUCTION TO TRUSTS

Monday 21st and Tuesday 22nd November 2011

Our annual two-day training course will be held in Geneva in November 2011 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 or no experience of trusts, who wish to gain a more comprehensive knowledge of the subject.

The course will be run 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 trainers and each other. The language of the course will be English but questions and answers may also be in French.

Dates: **Monday 21st November & Tuesday 22nd November 2011**

Venue: **Swissôtel Métropole, 34 Quai Général Guisan, Geneva,**

Fee: CHF 1,500 per person 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 at the same time from the same company or institution.

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 40 applicants who register and pay for their attendance. We shall operate a queuing system for unsuccessful applications.

It may be necessary to change a trainer at short notice.

**Registrations may now be made, by completion and return of the attached form.
Invoices will be issued.**

Enquiries to: STEP Association Suisse Romande
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Please register
by email to step@nerine.ch (please click)
or by fax to 022 715 23 26

This is to confirm that wish to attend this course (please complete a separate form for each applicant).

.....
Name:

.....
Company Name and Address:

.....

Telephone number: Fax:.....

Email address:

Signature:

Please send me an invoice

Please charge my: MasterCard VisaCard
and send me a confirmation / invoice (Please note that we cannot accept Amexco)

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 his/her company will have joint and several liability for payment.



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Programme

Day one: Monday 21st November 2011

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, sharia law, matrimonial property – the issues

Asset protection – bankruptcy, professional risk, divorce

Speaker: **Stephanie Jarrett, Baker & McKenzie Geneva**

10:45 **Coffee**

11:00 **TAX AND ESTATE PLANNING**

How taxes apply to trusts

Residence and domicile

Tax implications for settlors and beneficiaries

Examples using basic US, Canadian, UK and especially Swiss related planning with trusts

Tax liability of Trustees and Protectors

Speaker: **Stephanie Jarrett, Baker & McKenzie Geneva**

12:15 **Lunch**

13.45 **THE TRUST AND CIVIL LAW**

Influence of matrimonial property and inheritance law

Liability of a Swiss trustee

Insolvency of a Swiss managed trust

Creditors' rights

Rights of beneficiaries, settlors, heirs, etc.

Speaker: **Mark Eichner, Vischer Anwälte und Notäre, Basel**

15:15 **Coffee**

15:30 **HOW TO BE A GOOD TRUSTEE**

Meaning and effect of a typical trust document

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

Speaker: **Natacha Onawelho-Loren, Investec Trust Group**

17:00 **Close for the day**



Programme (continued)

Day two: Tuesday, 22nd November 2011

09:00 **Registration and Coffee**

09:30 **TRUST 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, Delaware and some other traditional trust jurisdictions

Speaker: **Natacha Onawelho-Loren, Investec Trust Group**

10:45 **Coffee**

11:00 **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, Geneva**

12:30 **Lunch**

14:00 **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: **Jim Parker, Butterfields Trust Company, Geneva**

15:15 **Coffee**

15:30 **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**

17:00 **Chairman's Closing Remarks**