



TACHA

Tennessee Automated Clearing House Association
Tennessee's Electronic Payments Resource

2010 At-A-Glance Education Calendar

Note: Registration begins 30 minutes prior to the start of the seminar. Times, dates and locations are subject to change

2010 Preparation Course-ACH Rule Update and Tabbing the ACH Rule Book

Registration 8:30 a.m. Meeting 9:00 a.m. to 3:00 p.m.

February 11	Jackson	Courtyard Marriott
February 17	Johnson City	Doubletree Hotel
February 18	Knoxville	Hilton Garden Inn/Cedar Bluff
February 23	Chattanooga	Hilton Garden Inn/Hamilton Place
February 24	Goodlettsville	TACHA Office
February 25	Franklin	Financial Data

This seminar will prepare you and your staff for ACH in 2010. The seminar will cover:

- Changes to the rules that have taken place over the last calendar year
- How the rule changes will affect your financial institution
- The sections of the ACH Rule Book
- A basic review of ACH

Attendees will tab the ACH Rule Book for quick reference of the most common ACH issues including: unauthorized returns, return deadlines, return reason codes, RDFI obligations, NOCs, and more. **Note: Please remember to bring your 2010 ACH Rules Book to the seminar.**

Registration Fee: Members \$135 Nonmembers \$205

Fee includes instruction, instructional materials, morning, lunch and afternoon breaks.

AAP Renewal Credits to be announced

Check Basics

Registration 8:30 a.m. Meeting 9:00 a.m. to 3:00 p.m.

March 23	Franklin	Financial Data
March 24	Knoxville	Hilton Garden Inn/Cedar Bluff

Whether you are new to check processing or need a refresher, this seminar will provide useful information related to daily check processing in your organization. This session includes a history and the required components of a check, check processing regulations, and forward and return processing. This session will also provide a comprehensive review of check adjustment processing. Learn the proper steps, codes, and timeframes for the timely and accurate processing of check error codes.

Registration Fee: Members \$125 Nonmembers \$195

Fee includes instruction, instructional materials, morning, lunch and afternoon breaks.

AAP Renewal Credits to be announced

ACH Risk

Registration 8:30 a.m. Meeting 9:00 a.m. to 2:30 p.m.

April 13	Knoxville	Hilton Garden Inn/Cedar Bluff
April 14	Chattanooga	Hilton Garden Inn/Hamilton Place
April 15	Goodlettsville	TACHA Office
April 20	Jackson	Courtyard Marriott

This seminar will cover the details of risk associated with ACH including:

- A review of the fundamentals of ACH
- Types of ACH risk
- Requirements of the Originator agreement
- Risk involved with incoming ACH entries
- ACH Risk Assessment– Effective June 18, 2010
- Setting exposure limits & underwriting Originators

The seminar is ideal for loan officers, executive management, and senior operations staff who need a better understanding of risk associated with ACH.

Registration Fee: Members \$125 Nonmembers \$195
Fee includes instruction, instructional materials, morning, lunch and afternoon breaks.
AAP Renewal Credits to be announced

ACH Audit & Compliance

Registration 8:30 a.m. Meeting 9:00 a.m. to 3:00 p.m.

May 11	Goodlettsville	TACHA Office
May 12	Knoxville	Hilton Garden Inn/Cedar Bluff

This seminar provides information needed to complete the annual ACH audit. Along with covering the audit requirements, the seminar covers the compliance requirements associated with processing ACH entries. Areas covered in this seminar include:

- The new 2010 ACH audit requirements
- ACH audit requirements for an ODFI
- ACH audit requirements for a RDFI

Whether a financial institution or a third party processor, this seminar is a must attend for compliance, audit, and operations staff who take part in completing the annual ACH audit.

Registration Fee: Members \$125 Nonmembers \$195
Fee includes instruction, instructional materials, morning, lunch and afternoon breaks.
AAP Renewal Credits to be announced

AAP Preparation Course

Registration 8:00 a.m. Meeting both days 8:30 a.m. to 4:00 p.m.

June 23-24	Goodlettsville	TACHA Office
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Are you planning to sit for the AAP exam or just want an extensive course on ACH? If so, this two day seminar is for you. Over two days, every area of the AAP exam is covered including:

- The history of ACH
- The ACH payment applications
- The regulations, risk, and rules related to ACH
- The details of electronic checks, paper checks, and wires

This seminar will equip attendees with sample tests, worksheets, and other detailed study materials.

Registration Fee: Members \$175 Nonmembers \$245
Fee includes instruction, instructional materials, morning, lunch and afternoon breaks.
AAP Renewal Credits to be announced

The Building Blocks of ACH-Level 1

Registration 8:30 a.m. Meeting 9:00 a.m. to 12:30 p.m.

August 18	Knoxville	Hilton Garden Inn/Cedar Bluff
August 19	Chattanooga	Hilton Garden Inn/Hamilton Place
August 25	Goodlettsville	TACHA Office
August 26	Jackson	Courtyard Marriott

This seminar is designed to provide the groundwork for understanding ACH from the perspective of the Receiving Depository Financial Institution (RDFI). Attendees will be introduced to:

- The terms and acronyms used in ACH processing
- The various types of ACH transactions
- The exception item process in detail
- The return time frames, return reason codes, and types of returns.
- The Written Statement Under Penalty of Perjury

Whether new to ACH or just needing a review of the basics, this seminar is for you.

Registration Fee: Members \$100 Nonmembers \$170
Fee includes instruction, instructional materials, morning break.
AAP Renewal Credits to be announced

The Building Blocks of ACH-Level 2

Registration 8:30 a.m. Meeting 9:00 a.m. to 3:00 p.m.

September 21	Goodlettsville	TACHA Office
September 22	Knoxville	Hilton Garden Inn/ Cedar Bluff

This seminar provides attendees with an in-depth look at the rules and regulations associated with the ACH network including:

- A detailed look at the rules
- A review of regulatory issues
- A review of high risk transactions (WEB, TEL, RDK, POP, and ARC)
- A review of origination, receipt, and exception item processing

This seminar is ideal for attendees needing information beyond the basics of ACH.

Registration Fee: Members \$125 Nonmember \$195
Fee includes instruction, instructional materials, morning, lunch and afternoon breaks.
AAP Renewal Credits to be announced

Rule Book Simplification Preview

Registration: 8:30 a.m. Meeting 9:00 a.m. to 12:30 p.m.

November 9	Knoxville	Hilton Garden Inn/Cedar Bluff
November 10	Goodlettsville	TACHA Office

A NEW layout for the ACH Rules book is coming in 2011. Attend this four hour seminar to get a preview. The seminar will provide:

- A review of the new section titles within the ACH Rules book
- A review the information found within each Article
- A review a other changes coming in 2011
- A review of changes introduced in 2010

The seminar is ideal for your staff that references the ACH Rules book often. Get a head start on the ACH Rule book changes by attending this seminar.

Registration Fee: \$100 Members \$170 Nonmembers
Fee includes: instruction, instructional material, and morning break.
AAP Renewal Credits to be announced

Additional Services

Onsite Training

TACHA offers onsite training to organizations on all aspects of ACH. Onsite training provides the opportunity to have your employees education at your office, providing them with the information they need using your forms, terms, and procedures. Onsite training can be held for any area within your organization including branch staff, operations, senior management, customer service, auditors, board of directors. TACHA will design a program that fits your needs. Contact the TACHA office for a quote.

Teleseminars/Webinars

Another alternative to onsite seminar attendance is a telephone or web based training seminar. These seminars allow each organization to have unlimited access to ACH training. The organization can have as many employees as needed attend the training for one low price. TACHA has teamed with NACHA to provide these training sessions. TACHA provides handout materials and access information.

Audit Services

If you do not have the time to complete your ACH audit, who better to conduct your annual ACH Audit than your resource for training and answers to ACH processing questions? TACHA has on staff three Accredited ACH Professionals (AAP). An accredited member of the TACHA staff will come to your location and perform the audit for you, taking the burden off your staff and providing the benefit of an independent third-party analysis of your procedures and processes. TACHA will perform the audit and provide to you a report detailing audit findings including suggestions for improvement. Most audits can be completed in one day. Contact TACHA for more information.



Register online at www.nacha.org



The Payments Institute 2010

**June 13-17
Scottsdale, Arizona**

**July 18-22
Atlanta, Georgia**

Contact the TACHA Office for more information.

2010 TACHA Seminar Registration Form

(Please Print Legibly * You May Duplicate this Form)

Institution _____

RT# _____

Attendee (s) _____

Email Address _____

Phone _____ Fax _____

Address _____

City/St/Zip _____

Workshop Name _____

Date/Location _____

Emergency Contact Phone Number _____

(Please list a number where one of the participants may be reached after hours, in case of seminar cancellation due to inclement weather.)

Please feel free to make additional copies of this form.

Mail or fax registration form to:

TACHA
1000 NorthChase Dr. Suite 201
Goodlettsville, TN 37072
Phone 615-859-4188
Fax 615-859-3719

Please invoice for: _____ Check enclosed for: _____

Please debit our account # _____

Account Type (DDA, GL, Savings) _____

At ABA # _____

All ACH debits will settle on or after the workshop date.

Authorized Signature _____

