

## An Introduction to Trusts Course

Monday 19<sup>th</sup> & Tuesday 20<sup>th</sup> January 2009 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: Monday 19<sup>th</sup> & Tuesday 20<sup>th</sup> January 2009 in Zurich

Venue: Alakart Piazza, CS Bldg., Uetlibergstrasse 231, Zurich

Fee: CHF 1,500 per person (incl. 7.6% 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.

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 now by completion and return of the attached form. Invoices will be issued and you may also pay by credit card.

An Introduction to Trusts Course

Programme

Day one: Monday, 19<sup>th</sup> January 2009

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 Staehlin, 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 ONSHORE AND OFFSHORE 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 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: Tuesday 20<sup>th</sup> January 2009

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 Burkhard Bertossa, VISCHER Anwälte und Notare  
Basel

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](mailto: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: .....

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.