NBI Live Video Webcast

Estate Administration Procedures: Why Each Step is Important

Date:	Tuesday, January 17, 2012
Time:	
Eastern	11:00 am-6:00 pm
Central	10:00 am-5:00 pm
Mountain	9:00 am-4:00 pm
Pacific	8:00 am-3:00 pm

Product ID#: 58783ER

Program Description

Properly Administer Your Client's Estate
Do you have a solid understanding of proper procedures surrounding estate administration? Do you feel confident that you can overcome the wide array of challenges you may face while working with each estate's unique requirements? Join us and gain a comprehensive understanding of the estate planning process so you can easily organize and manage your responsibilities. Register today!

- Weigh the pros and cons of informal administration and learn how it can be advantageously used.
- Make the entire process as efficient as possible when working with the personal representative.
- Determine the survivors' immediate needs - and ensure they're met.
- Know your options: take a look at alternative methods to closing the estate.
- Competently file federal and state estate tax returns and know exactly what is required.

Who Should Attend
This basic level seminar will provide fundamental estate administration topics for:
Attorneys
Accountants
Paralegals
Trust Officers
Estate Planners
Financial Planners

Course Content
Foundations of Estate Administration Defined
Preparing to Begin the Administration Process
Considerations for Collecting the Assets, Preparing the Inventory and Handling Claims Against the Estate
Being Thorough to Close the Estate Without a Hitch
Understanding Tax Procedures to Avoid Problems Later
Ethical Challenges in Estate Administration

Continuing Education credits are available. Check the website.

Register online at www.nbi-sems.com, Product ID: 58783ER