



MEETING NOTICE

DATE: THURSDAY, MAY 17, 2018
PLACE: Radisson Hotel Milwaukee West (Across from Mayfair Shopping Center)
2303 N Mayfair Road
Waukesha WI 53226

Please reserve early! We expect a sellout full-house for this program!

8:00 AM Registration and Refreshments
8:30 AM Welcome Announcements Followed by Two Concurrent LC Programs
12:00 PM Lunch
1:00 PM Afternoon Programs
4:00 PM Adjourn

“Getting to WIN-WIN With Letters of Credit”

Two, full-day LC Workshops

Two Concurrent Sessions – Basic Fundamentals OR Advanced

Depending on your level of LC experience, you choose the ONE that is right for you!

BASIC Fundamentals LC Track

This program will be an excellent source of information for those who are new to LC's and/or wish to brush up on the fundamentals, or are indirectly involved with LC's and wish to have a better understanding of this longstanding and venerable trade payments instrument.

AM: Basic Commercial LC's in the morning

- * Parties in a LC transaction
- * Transaction flow
- * Common documents
- * Advising versus confirming (basics)
- * Discrepancies
- * Charges & who pays them
- * Sight versus Time LC's (usage)
- * SWIFT – definition and importance
- * Role of the freight forwarder
- * Incoterms relative to LC's
- * Expiry issues and collections
- * Common discrepancies to avoid

PM: Basic Standby LC's in the afternoon

- * Bid, performance and advance payment
- * Financial versus trade related
- * Alternative to commercial LC?
- * Cancellations/Expiry
- * Affects on your company's credit line
- * Standard cost/benchmarking

ADVANCED LC Track

This program will benefit those with more experience, who have a good fundamental understanding and experience working with LC's or are directly and primarily responsible for LC's within their company. This program will also explore best practices involving LC's and Bank Guarantees to make LC's simpler, more workable and friendlier to use.

AM: Advanced Commercial LC's in the morning

- * Incoterms – Overview & UCC terms and Incoterms
- * Structuring your LC – your pro-forma invoice and LC technology guide
- * Confirmation, usance & discounting
- * Transferable LC's and assignment of proceeds
- * LC rules and the UCP
- * LC fraud & Boycott issues
- * Different shipping locations

PM: Advanced Standby LC's in the afternoon

- * Definition of a SBLC and bank guarantee
- * Financial versus performance
- * SBLC governing rules: UCP 600 | ISP 98 a deeper dive
- * URDG 758 relative to BG's versus local law
- * Challenging markets
- * Structuring counter SBLC's in support of local issued BG's | auto renewals | related fees
- * Canceling the counter SBLC's and/or BG's
- * Examples and case studies

PLEASE NOTE: Handouts will be emailed to all attendees 2 to 3 days prior to the meeting. Please watch for that email. We ask that you bring copies to the meeting. Handouts will *not* be available at the meeting. If you do not receive the handouts in advance, contact WCA immediately.

Attendance at the ICE Meetings is open to others from your company. Please make this notice available to them if they too will benefit. Business casual is appropriate for this meeting. Detailed directions will be provided with confirmation to attendees. Questions, please contact Dianna at Wisconsin Credit Association 262.827.2880 Extension 225 diannar@wcacredit.org

**RESERVATION FORM or Register Online at www.icewi.org
INTERNATIONAL CREDIT EXECUTIVES GROUP
MEETING DATE: THURSDAY, MAY 17, 2018**

I/WE will attend the International Credit Executives Group Meeting on May 17, 2018.

MEETING FEES: ICE GROUP MEMBER REPRESENTATIVES \$60 PER PERSON
ALL OTHERS \$195 PER PERSON
Fees include full day meeting, handouts, refreshments and lunch

COMPANY: _____ ADDRESS: _____

Name _____ Phone _____ Email _____
Choose one: ___ Letter of Credit Fundamentals OR ___ Advanced Letters of Credit

Name _____ Phone _____ Email _____
Choose one: ___ Letter of Credit Fundamentals OR ___ Advanced Letters of Credit

Name _____ Phone _____ Email _____
Choose one: ___ Letter of Credit Fundamentals OR ___ Advanced Letters of Credit

Name _____ Phone _____ Email _____
Choose one: ___ Letter of Credit Fundamentals OR ___ Advanced Letters of Credit

Please attach additional attendee names and contact information as needed. Be sure to make this program announcement available to your colleagues and peers. Everyone who will benefit is encouraged to attend.

© **MEETING REFRESHMENT BREAK SPONSORSHIPS NOW AVAILABLE**

That's right, for a \$100 sponsorship, you'll be acknowledged at the meeting during announcements, signage at the tables and in the ICE Meeting Announcement! If your company is looking for visibility and want to market to a good cause—ICE is the place to be! An in-kind donation to the ICE Group Scholarship Fund will be made for the value of your sponsorship.

I wish to sponsor the next available ICE Meeting Refreshment Break. Please contact me for payment instructions and meeting date of our sponsorship.

Name to appear on all printed material _____

Individual's Name _____ Phone _____

Thank You!

*Please return your reservation form no later than **May 11, 2018**. A 72-hour cancellation notice is required as reservations are confirmed and guaranteed to the meeting facility. **Sorry, no refunds or credit allowed for no-shows or cancellations after May 11, 2018**. Substitutions permitted—please contact WCA.*

PAYMENT INFORMATION FOR MEETING

Invoice my company \$ _____ (ICE & WCA Members Only. All Others Are Required to Pay in Advance)

Check Enclosed \$ _____

Please charge my/our registration fee(s) for \$ _____. I have indicated the total to be charged and have completed the information below. If multiple attendees require individual charges, a separate registration is required for each person.

NAME (as it appears on credit card): _____ Direct Phone # _____

ADDRESS (as it appears on credit card bill): _____

CITY (as it appears on credit card): _____ STATE: ___ ZIP (9 digits if on statement): _____

YOUR EMAIL ADDRESS (For Confirmation) _____

Type of Credit Card Presented: VISA MASTER CARD DISCOVER AMERICAN EXPRESS

CREDIT CARD # _____ CSC Code _____ EXPIRATION DATE: _____

QUESTIONS: Please call Dianna Rowinski, 262.827.2880 X225 | diannar@wcacredit.org

RETURN TO: Wisconsin Credit Association Inc | FAX: 262.827.2899

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