



## OPERATIONS MANUAL ORDER FORM

On May 1, 2008, KBA's Legal Department released its newest publication, the KBA OPERATIONS manual. The manual serves as a companion piece to the KBA Account Documentation, Deposit Compliance, and Lending Fundamentals manuals. The OPERATIONS manual is a compilation of information contained in 25+ editions of the KBA Legal Update books. Topics include:

Check Collection	Reg E/ACH/Article 4A
Garnishment and Levy	Bank Secrecy Act
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The initial cost of the manual for KBA Member institutions is \$299.00 (plus tax). The Operations manual is downloaded from a secured website link and is electronic word searchable. After the initial cost, an annual fee of \$50 (plus tax) will apply to receive an updated version of the manual every year.

The KBA non-member rate for the initial Operations Manual is \$599.00 (plus tax). After the initial cost, an annual fee of \$75 (plus tax) will apply to receive an updated version of the manual every year.

The OPERATIONS manual is updated annually so you may be certain your bank has the most up-to-date information on many important topics. The update will be provided in a secured website link, with permission to print. You may order a copy of the manual by completing the order form below and mailing to: *Kansas Bankers Association, Attn: Legal Department, PO Box 4407, Topeka, KS 66604-0407*, or you may fax the form to 785-272-7836, or you may email your order to [kkabriel@ksbankers.com](mailto:kkabriel@ksbankers.com). An invoice for the total amount due, including tax, will be provided with the order.

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