

ELFA'S PRINCIPLES OF EQUIPMENT LEASING AND FINANCE

Hosting a workshop at your own facility gives you the flexibility and convenience to address specific learning needs of your employees, establish collective knowledge, a shared skill-set, and achieve even your most challenging business goals. Our instructor comes to you and works with you to customize the content to your group's needs.

PRINCIPLES OF EQUIPMENT LEASING AND FINANCE - 2 days

This workshop is designed to teach the fundamentals of personal property commercial equipment leasing and finance for entry level personnel and/or individuals with business experience who have not had a complete overview of the leasing and finance business.

Subjects address the “why” as much as the “how”, to provide the participant with a strong foundation on how the leasing and finance business works and where their individual responsibilities fit into the workflow.

Agenda

I. Industry Overview and Forecast

II. Transaction Lifecycle—The transaction paper flow from the marketing, sales, structuring and pricing phase into credit evaluation, documentation procedures, booking, billing, collection, termination and asset management phases is reviewed.

III. Industry Terminology—The instructor familiarizes attendees with the language of equipment leasing and finance. Throughout the workshop, additional terms and their use will be explained.

IV. Rules and Regulations—A basic overview of the current Federal Income Tax requirements, and the definition of a lease for legal contracts. Attendees will gain an understanding of why the rules developed, and learn the paper flow and procedures required to complete a lease.

V. Types of Lease and Finance Transactions—This section highlights loans and leases and their purposes, their structures, pricing, end-of-term options, and how each type does or does not comply with different legal, tax and accounting rules. Attendees will learn how pricing reflects the structure and how it can be modified to fit a specific need of the lessee/borrower and the lessor/lender. ***NOTE: Attendees MUST bring a Hewlett-Packard 12c or 17b II+ financial calculator.***

VI. Lease Accounting—Attendees will learn how current accounting requirements affect the structure of a lease, and the difference between accounting and income/expense for commercial income tax returns. Instructors will discuss the upcoming changes to lease accounting rules (formerly known as FASB 13), the impact upon balance sheet and operations of lessors and lessees and equipment procurement strategies.

VII. Benefits of Leasing—Why is leasing attractive to many companies? What are the tax, legal, and accounting benefits? How does it differ from lending, and how does each method of financing handle different needs and requirements of the customer?

VIII. Types of Lease and Finance Programs—Attendees will examine sample lease programs to learn how specific arrangements for vendors or equipment types can organize a leasing activity. Unique programs that fit a specific need of the lessee (e.g., seasonality of revenue stream or expense control), will also be presented.

IX. Types of Equipment Lease and Finance Institutions—Attendees will learn the variations and requirements of different types of leasing and finance institutions.

X. General Legal Overview—The different types of legal entities—from proprietorships to corporations—will be reviewed, along with the required legal forms needed to complete a lease or equipment financing for each. Using a sample lease transaction, participants will review the required documents, including the purpose of each. The internal forms for managing the workflow will also be discussed. By examining the contents of the lease agreement, attendees understand the necessity for particular documents from both the lessor's and lessee's perspectives.

XI. Fraud Prevention and Detection—Attendees will learn to recognize the many faces of fraud and discuss suggestions for preventing fraudulent transactions.

Principles of Equipment Leasing and Finance Workshop Pricing

The fees for this workshop include: instructor fees and related travel expenses, workshop material development, reproduction and shipment. Client is responsible for any additional expenses associated with workshop delivery: e.g., audiovisual equipment, room rental and food and beverage charges, if any.

\$9000 for the first 10 attendees

\$175 each additional attendee

For additional information or questions, please contact:

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