



KANSAS BANKERS ASSOCIATION

KBA Kansas and Federal Record Retention Guide

The KBA Kansas and Federal Record Retention Guide is a publication that supplies bankers with the latest information about *state* and *federal* record retention requirements for Kansas banks. The easy-to-use format provides information by document-type, as well as by regulatory requirement. Topics include:

- Administration
 - Credit/Lending
 - Trusts & Investments
 - Disposal of Consumer Information
 - Kansas Law on Reproduction of Records
 - Military Lending
 - E-Sign Act
 - Flood Insurance
 - Human Resources
 - Deposit Operations
 - Regulatory Compliance
 - Building a Comprehensive Records Management Program
 - Electronic Record Keeping for National Banks
 - Sample of Record Retention Policy and other forms
- Plus Much More!

The KBA Record Retention Guide is downloaded from a secured website link and is electronic word searchable. This allows banks to be able to load the guide on the bank's computer system so multiple users will have access to the information.

Pricing:

Members - \$95
Non-Members - \$195

The guide will be updated on an as-needed basis, but no more frequently than once a year. After the initial cost, a fee of \$50/ \$95 will apply to future updated guides.

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