

IIR Family Office Series Presents:

**"For a family office practitioner or a family looking to set up an office, this is simply the best learning experience available."**

– Joe Wright, Calamos Investments

*Third Annual*  
**Family Office  
Management Conference**

**Best Practices for Creating and Managing a Productive Family Office**

**Speakers include:**

David Basner,  
TAG Portfolio Management Group  
Robert Bernstein,  
PRISM Global Advisors  
Mark Blumenthal,  
Blackman Kallick Bartelstein  
Alexander Bove,  
The Law Firm of Bove & Langa  
Steve Braverman,  
Braverman Family Partnership  
Michael Brink,  
Nease, Lagana, Eden & Culley  
Kenneth Brown,  
Precursor  
Jonathan Carroll,  
Family Office Metrics  
Bob Casey,  
Wealth Manager Magazine  
Alan Eber,  
Law Offices of Alan Eber  
David Handler,  
Kirland & Ellis  
Tom Handler,  
Handler, Thayer & Duggan  
Richard Higgins,  
WealthTouch  
David Jacobson,  
Lehman Brothers Trust Company  
Marshall Jones,  
The Legacy Solutions Group  
Denis Kleinfeld,  
Four Points Family Office  
Fran Lotery,  
The Metropolitan Group  
Tom Livergood,  
Family Wealth Alliance  
Linda Mack,  
Mack International  
Kathryn McCarthy,  
Independent Consultant  
Bill Reisler,  
Consumer Growth Partners  
Steve Schoen,  
Allied Consulting  
John Snider,  
Financial Controllers  
Tim Voorhees,  
Family Office Services  
Kathy Wiseman,  
Working Systems  
Joe Wright,  
Calamos Investments

January 30 - February 1, 2006 • The Biltmore Hotel • Coral Gables, FL

**Learn best practices for:**

- Determining where your family office stands today to best realize its potential for tomorrow through exhaustive benchmarking
- Creating valuable reporting and communication procedures
- Evaluating myriad family office structures and creating a solid growth plan
- Using integrated technology to customize operations
- Reducing fraud and other risks through effective internal controls
- Examining outsourcing options, fees and controls
- Maintaining the family brand to involve all generations in a family's wealth management
- Selecting and monitoring money managers in an increasingly complex financial landscape
- Evaluating insurance products and containing associated costs



In conjunction with the Family Office Management Conference:

**Mastering Tax &  
Estate Planning Summit**

**Ensuring Successful Wealth Transfer**

**The Essential Tax, Asset Protection and Estate Planning  
Summit for Private Investors, Families and Their Advisors**

**Earn up to  
22.5 CPE/CLE  
Credits**

**Sponsors:**



**Media Partners:**



**To Register Call: 888-670-8200 • Fax: 941-365-2507 • E-mail: [register@iirusa.com](mailto:register@iirusa.com) • Web: [www.iirusa.com/fomanagement](http://www.iirusa.com/fomanagement)**

# Family Office Management Conference

Dear Family Office Executive,

Now in its third year, the **Family Office Management Conference** is the only event in the marketplace dedicated to delivering specific best practices for you to create a productive family office.

This event will evaluate all aspects of your administration functions including back office, operations and technology and tie them into the wealth management and family dynamic services that are critical to a family office's success. Expectations regarding the range of services a family office needs to provide — and the strength of the offerings — are on the rise, whether it be in-house or via a third party vendor.

Experts in family office technology, operations and family dynamics will be on hand as they provide best practices to help you:

- Review industry standards and determine your personal strengths and weaknesses as a family office
- Determine how to streamline technologies while still delivering a personalized experience
- Reduce fraud and other risks through effective internal controls
- Manage relationships with third parties and determine the best payment arrangements
- Streamline money manager selection and evaluation techniques
- Supervise the introduction of new alternative investment strategies into portfolios

Plus, to address the increasingly complex legal environment surrounding management of high-net-worth individuals, don't miss a special one-day event held in conjunction with the Family Office Management Conference:

## Mastering Tax & Estate Planning Summit: The Essential Tax, Asset Protection and Estate Planning Event for Private Investors, Families and Their Advisors.

Some of the country's foremost attorneys, CPAs and family office executives will be at hand to discuss the cutting edge practices to maintain wealth as it passes from one generation to the next.

Register today for the Family Office Management Conference and the accompanying Mastering Tax & Estate Planning Summit! Call 888-670-8200, email [register@iirusa.com](mailto:register@iirusa.com), or visit [www.iirusa.com/fomanagement](http://www.iirusa.com/fomanagement).

Sincerely,



Hollie Goldman  
Event Director

Register for this conference and receive  
**special discounts** for the **13th Annual Family Office Forum**, June 12-14 2006, Chicago!  
See Page 6 for details.

*p.s. Register for both the main conference and add-on tax day and save up to \$500!*

## January 30 Pre-Conference Mastering Tax & Estate Planning Summit

**Check [www.iirusa.com/fomanagement](http://www.iirusa.com/fomanagement) for Agenda Updates pending changes to 2010 Estate Tax legislation!**

8:00 Registration

8:30 Opening Remarks

Mark Blumenthal  
Partner

### BLACKMAN KALLICK BARTELSTEIN, LLP

Mark is Chairman of the Blackman Kallick Bartelstein Family Office Services Group and is the firm's Senior Real Estate Tax Partner. Mark serves as a strategic advisor to affluent families, family offices and mature private businesses. He advises clients on buying, selling and investing in private businesses and real estate; the formation of family and investment limited partnerships, family offices and private foundations; and income tax and transaction planning.

8:45 **Building a Comprehensive Blueprint for an All-Encompassing Estate Plan**

- Specific tactics for developing an estate plan model that incorporates a family's balance sheets, asset management, legal, tax, insurance, and cash flow
- Integrating the family into a single legacy plan
- Role of the team leader in organizing and coordinating experts in divorce, insurance, pension and other specialty areas

Tim Voorhees  
Partner

### BROWN & STREZA, LLP

President

### FAMILY OFFICE SERVICES

Since entering the financial planning profession in 1978, Tim has developed broad experience in portfolio optimization and estate optimization. He focuses on zero tax and charitable planning issues of concern to individuals with estates of \$3 million or larger. While serving as President of The Wealth Design Center and Family Office Services, Tim has helped advisers plan hundreds of cases for high net worth individuals, integrating a range of more than 200 tactical tools into comprehensive Family Wealth Blueprints.

9:35

### Tax Strategies that can Super Charge Investment Returns

- How to make Alternative Minimum Tax put dollars in your pocket
- Why paying tax on dividends and capital gains and other tax-favored investments can be a good thing
- Maximizing the IRS subsidy on your investment interest expense
- How to integrate your investment and charitable strategies
- Income tax update: What's new and interesting
- Long-term planning in a short-term world: what Congress and the president are thinking

Mark Blumenthal  
Partner

### BLACKMAN KALLICK BARTELSTEIN, LLP

10:20 Break

*"Good content, and timing is right given trust law changes"*

Rob Hauswith, Gresham Partners

## 10:40 Structuring GRATs to Maximize Results

- How to structure a zeroed out GRAT
- Use of multiple GRATs for different assets to maximize benefits
- Recipient of the GRAT remainder
- Locking in the GRAT benefits: buying the remainder back

David A. Handler

Partner

### KIRKLAND & ELLIS

David A. Handler is a partner in the Trusts and Estates Practice Group. Mr. Handler is a fellow of the American College of Trust and Estate Counsel (ACTEC), and a member of the Chicago Estate Planning Council. He has been an Editorial Advisory Board Member of Trusts & Estates Magazine for which he currently writes a monthly column. Mr. Handler concentrates his practice on trust and estate planning and administration, representing owners of closely-held businesses, executives and families of significant wealth, and establishing and administering private foundations, public charities and other tax-exempt entities.

## 11:20 International Tax Compliance: Preparing for the Increase in Off Shore Structures

- IRS battles and challenges to the increased trend of international estate and tax planning resulting from the US Patriot Act
- Managing disparate legal systems and communicating issues across the family

Alexander Bove

### THE LAW FIRM OF BOVE & LANGA

Alexander Bove is an actively practicing trust and estate attorney with over 25 years experience. From 1973 to 1995 he authored the widely followed legal and financial column, "The Family Money", for the Boston Globe. He is a nationally known lecturer in his fields of expertise and has published several books in the areas of estate planning, taxes, trusts and estates. He served as Editor – in-Chief of Asset Protection Strategies and Asset Protection Journal. In 1996, Mr. Bove was honored by the Boston Estate Planning Council as Estate Planner of the Year.

Denis Kleinfeld

Principal

### THE KLEINFELD LAW FIRM

President

### FOUR POINTS FAMILY OFFICE

Denis Kleinfeld is a principal of The Kleinfeld Law Firm, a Miami, Florida based law firm. Mr. Kleinfeld's primary practice focus is on sophisticated national and international income, estate and wealth protection planning for individuals and privately held companies. Mr. Kleinfeld is a Contributing Editor and columnist to Offshore Investment Magazine (England) and is on the Editorial Board of Estate Planning Magazine, the Asset Protection Journal and on the Editorial Board Offshore Finance, U.S.A. He is co-author of the Fourth Edition of the Treatise Practical International Tax Planning published by Practising Law Institute in 2001.

12:15 Lunch

## 1:30 Protecting the Family Limited Partnership

- Why family limited partnerships are under attack: a look at the past 5 years and projections for the future
- Status of FLP law
- Assessment of what discounts are working
- Conducting a risk/threat analysis
- Justifying the tax benefit
- Ensuring that families respect FLPs as an entity and adhere to proper documentation to treat it as a true partnership

Tom Handler

Principal

### HANDLER, THAYER & DUGGAN

Mr. Handler is a leading tax attorney with an extensive client base including business owner, directors, executives, professional athletes, celebrities and family offices. He has experience in the analysis, design and implementation of domestic and international business planning, financial and estate planning, and advanced tax planning strategies. Mr. Handler has authored numerous professional articles in such publications as "Trusts & Estates." He founded Business Planning Systems International and created the Asset Protection Profile™ in addition to other proprietary strategies for Family Offices. Mr. Handler has been named by the Private Consulting Group to the Wealth Strategies Design Team, comprised of 15 of the top wealth planners in the United States.

2:15

## The "Flexible Inflexible Trust": Advanced Planning for the Wealthy

- Why an inheritance in trust is more valuable than cash
- Protecting children from creditors, predators, divorce, and estate tax.
- Permit your children to totally or partially control their trust
- How to use distribution trustees to avoid creditors, divorce losses and estate taxation
- Maximizing the GSTT exemption with insurance (without Crummey concerns)
- Deciding whether settlors, children or the trust should be subject to income tax.
- Five techniques to evaluate your current trusts and identify areas to amend to maximize wealth transfer.
- Using the trust to set your children up in business, reduce your estate by opportunity shifting and protect the business from creditors, divorce and estate tax

Alan Eber

### LAW OFFICES OF ALAN EBER

With more than 30 years experience, Alan Eber has provided asset protection and tax planning solutions to affluent clients through customized strategies utilizing domestic and offshore planning techniques. He specializes in forming offshore structures designed to provide US residents with access to investments programs unavailable in the US as well as other structures. He practices law in the fields of foreign trusts and domestic trusts, business structuring, and U.S. and international taxation and wealth protection. Mr. Eber's books on asset protection, family limited partnerships, and offshore planning, were adopted by the California Society of CPAs, and the American Institute of CPAs for use in California and throughout the United States for their professional education classes.

3:05

Break

3:20

## Creating Integrated Income Tax and Wealth Transfer Strategies for Businesses, Owners and their Families

Specific tactics for minimizing taxes whether a family is starting new businesses and developing early growth within the next generation, working to grow and a maturing business, or moving a family business towards liquidity.

John B. Stine II

Partner

### SMART AND ASSOCIATES

John serves as the Partner-In-Charge of Tax Services and as the leader of the Advanced Planning and Family Office practice. Prior to joining Smart, John served as the partner-in-charge of the Mid-Atlantic Area Entrepreneurial Services Tax Practice for Ernst and Young, where he focused on family owned and venture-backed businesses. John is a recognized expert in privately-owned businesses, both family-owned and businesses financed with investments by private equity firms. He also serves as advisor to several pre- and post-transaction Family Offices, and is responsible for Family Office structuring, asset protection, and tax planning and compliance flowing through the office.

4:05

## Establishment of Philanthropic Giving Strategies

- Evaluating myriad vehicles for transferring assets to an endowment of foundation, including charitable trusts, private foundations and donor-advised funds
- Using family succession planning to ensure long-term giving
- Establishing charitable goals and implementing a system that will achieve them
- Charitable planning pitfalls: avoiding legislative issues

R. Marshall Jones

The Legacy Solutions Group, LLC

### R. MARSHALL JONES, INC.

Marshall is a Sustaining Partner of ValMark Family Office Services. R. Marshall Jones, Inc. (RMJ) is a boutique planning firm specializing in wealth transfer planning and insurance consulting. In working with high net worth clients and their advisors, RMJ draws on a number of unique and proprietary processes.

**"... a comprehensive overview of integrated multi-generational tax and legal planning techniques.."**

Martin Wolf, Wilmington Trust Company



8:00 Registration

8:30 Opening Remarks

Kathy K. Wiseman

## WORKING SYSTEMS

Ms. Wiseman is currently president of the Family Firm Institute Research and Education Foundation, and has served as president of the Family Firm Institute. She is founder and president of Working Systems, Inc., a consulting firm located in Washington, DC. She is a business consultant whose work in organizational development springs from her primary interest of understanding behavior and adaptation in workplace environments. Her 25-year professional experience has included consulting to government agencies, large corporations, nonprofit organizations, entrepreneurial firms, farms, multi-site manufacturing facilities, newspapers, and family businesses. She is on the faculty of the Georgetown Family Center.

8:45 **Benchmarking: Quantifying How Well Your Service Offerings are Doing Now to Determine your Family Office's Potential**

Without a basis to measure your family office's current success, you cannot plan for its future growth. Review developing industry standards and determine the levels of service for your suite of family office offerings.

Learn Best Practices for:

- Evaluating your back- and front-office functions
- Determining where your family office services stand in relation to the industry
- Establishing reporting and communication procedures to ensure families and their offices have common goals

Thomas R. Livergood

Chief Executive Officer

## FAMILY WEALTH ALLIANCE

Bob Casey

Editor

## WEALTH MANAGER MAGAZINE

9:35 **Maximizing your Family Office Structure to Drive Productive Operations**

Understand why the definition of "Family Office" is in flux and the factors driving the marketplace. Review the myriad family office models, from institutional to single family to the outsourced single family office and the multi family office... and all those in between.

Learn Best Practices for:

- Analyzing your internal resources, family culture, objectives and skills
- Determining the family office structure that best fits your needs and goals
- Driving your family office to maximize its potential

Linda Mack

President

## MACK INTERNATIONAL

Robert Bernstein

Co-Founder and Managing Principal

## PRISM GLOBAL ADVISORS

Founder

## PRISM PARTNERS

Carol Pepper

President

## PEPPER INTERNATIONAL

10:20 Morning Break

10:40 **Working within the Family Culture to Encourage Leadership and Engage Multiple Generations**

Family Offices face the formidable task of helping an often disparate group of individuals to share, preserve, manage and grow exceptional wealth. Leadership roles developed across the family...and by the family office executives...play a pivotal role.

Learn best practices to:

- Create a family culture across generations and within the family office that supports growth and wealth sustainability over the long term
- Build a family identity of responsibility, commitment, and effective decision making

Fran Lotery

## THE METROPOLITAN GROUP LLC

## FAMILY ENTERPRISE LEADERSHIP SYSTEM LLC

11:25 **Reducing Fraud and Other Risks in the Family Office through Effective Internal Controls**

Understand why family offices are especially vulnerable to fraud and how to combat it across the enterprise

Learn Best Practices for:

- Naturalizing the elements of the "Fraud Triangle"
- Defining responsibilities for your personnel, auditors and family board
- Implementing internal controls efficiently and effectively: hear how one family executed its own best practices

Mark Blumenthal

Partner

## BLACKMAN KALLICK BARTELSTEIN, LLP

*"Mark Blumenthal delivered the best tax presentation I have ever seen."*

COO, Ibis Investment

12:10 Lunch

1:30 **Using Technology to Customize the Family Office and Deliver a Personalized Experience**

Overview of categories of back office functionalities, tools currently available, and how they fit together

Learn Best Practices to:

- Examine "turn key" solutions and determine how such an out-of-box platform can be altered to suit myriad needs
- Customize your service offerings and evaluate the specific needs of each family and individual
- Determine when it's time to move to an automated platform based on amount of money and clients managed
- Maintain personalized functions and a family brand when moving to automated processes
- Employ Web-based technologies that provide 24/7 access to the information your clients needs

Tim Voorhees

President

## FAMILY OFFICE SERVICES

*"Tim Voorhees was very engaging... great information! He was an excellent presenter and well prepared."*

Lisa Ottoson, The Threshold Group

2:30 **Setting the Foundation for Strategic Outsourcing to Minimize Cost Centers**

The number of operations expected to be performed by family offices continues to grow. Examining which functions to outsource and evaluating the best possible options is increasingly crucial to maintaining a profitable family office.

Learn Best Practices for:

- Identifying and evaluating the myriad cost centers
- Determining the best method for charging and billing for outsourced services
- Sorting through the clutter of products, services and vendors
- Determining which services have the greatest appeal for your clients to help set priorities
- Managing the relationships between your clients and third parties: how hands on... or hands off should the family office be

Jon Carroll

Principal

## FAMILY OFFICE METRICS

3:15 Break

3:35 **Wealth Protection: Creating a Comprehensive Plan Across all Operations to Safeguard the Family Fortune**

Learn Best Practices for:

- Coordinating disparate legal counsel, including corporate, securities, real estate, divorce, to create a blueprint for wealth protection
- Protecting against getting sued on business or personal fronts and how to develop a game plan if litigation comes your way

- Identifying the biggest liabilities in your family office
- Alexander Bove  
**THE LAW FIRM OF BOVE & LANGA**
- 4:15 **Family Education Programs and the Effect of Bringing Families Together to Foster Family Unity**  
Learn best practices to:
- Structure family education programs
  - Define the roles of the family office, family office executive and staff
- Kathryn McCarthy  
**INDEPENDENT CONSULTANT**

- 4:45 **The Due Diligence on Private Aviation: Evaluating Your Options and Considering the Tax Implications to Make the Right Decision**  
Learn best practices to:
- Evaluate solutions from on-demand charter to fractional ownership to whole aircraft ownership - and everything in between
  - Determine the effect fuel costs have on the employment of personal aircraft
  - Address aviation tax issues that arise, including special estate taxes incurred when an aircraft is passed to an individual or organization
- Dave Armstrong  
**BOMBARDIER FLEXJET**
- 5:20 *End of day*

## Wednesday February 1 Family Office Management - Main Conference Day Two

- 8:00 *Registration*
- 8:15 *Chairperson's remarks*  
Kathy Wiseman  
**WORKING SYSTEMS**
- 8:30 **Managing the Managers: Monitoring Financial Assets and Money Managers**  
Learn Best Practices to:
- Determine if you need an investment committee and how to assemble, manage, and educate the right mix of people
  - Streamline the manager search process by identifying due diligence priorities
  - Prepare for final manager selection by asking the right questions
  - Determine when and how to terminate a manager
  - Transition from one manager to another while minimizing turmoil
- Moderator:*  
Joe Wright  
**CALAMOS INVESTMENTS**  
Steve Schoen  
**ALLIED CONSULTING**  
John Snider  
**FINANCIAL CONTROLLERS**
- 9:30 **Examining and Implementing Wealth Reporting and Portfolio Management Software Solutions to Reduce Inefficiencies**  
Learn best practices to:
- Evaluate your current reporting and management solutions and processes
  - Determine if you are in need of a system overhaul or need to start from scratch
  - Integrate new systems seamlessly
- Richard Higgins  
*Sr. Vice President*  
**WEALTHTOUCH**  
Gerry Washburn  
*Vice President*  
*Chief Technology Officer*  
**ASSET MANAGEMENT ADVISORS** (pending)
- 10:15 *Break*

- 10:35 **Assessing Alternative Investments and Managing their Seamless Integration into the Family Office**  
Learn best practices to:
- Evaluate and access the mind-boggling universe of alternative investment offerings
  - Determining if structured products are a viable option and understand the full scope of the structured product universe.
  - Conduct due diligence on private, angel and mezzanine investments and overseeing investment staff
  - Introduce families to a new investment class and the processes/procedures needed to get involved
- David Basner  
*Managing Director*  
**TAG PORTFOLIO MANAGEMENT GROUP**  
Bill Reisler  
*Co-Managing Partner*  
**CONSUMER GROWTH PARTNERS**  
Rhona Vogel  
*President*  
**VOGEL CONSULTING MANAGEMENT**
- 11:25 **Inheritance Planning: Determining Who Gets What and How**  
Learn Best Practices to:
- Plan for how much to leave to children
  - Determine the inheritance vehicle most suitable for your situation
- Tom Handler  
*Principal*  
**HANDLER, THAYER & DUGGAN**

*"Tom Handler delivered a super presentation on tough subjects... Well Done"*

Kenneth Ostrowski, Mayer & Hoffman

- 12:10 *Lunch*
- 1:30 **Managing and Assessing Insurance Products Efficiently to Reduce Costs and Redundancies**  
Learn Best Practices to:
- Efficiently and systematically analyze the mind-boggling landscape of available products
  - Determine where within the family office the management of insurance products should fall
  - Examine preexisting policies to identify potentially financially devastating exposures
  - Create due diligence criteria for the selection of a true insurance advisor
- Michael J. Brink  
*Executive Vice President*  
**NEASE, LAGANA, EDEN & CULLEY, INC**

*"As usual, the conference brings together a lot of the issues we are all facing in an environment that allows for an exchange of thoughts and solutions"*

Carole Cederstrom, Financial Controllers

- 2:10 **Lifestyle Management: Reducing Costs Through Effective Management Techniques**  
Learn best practices to:
- Organize families' households to eliminate redundant cost
  - Determine what lifestyle management functions should fall under the family office umbrella, and what to outsource
  - Assist the family in creating "ease of living"
  - Oversee staff and vendor hiring to prevent legal ramifications
- Kenneth Brown**  
Precursor Co Name  
**BROWN RAYSMAN MILLSTEIN FELDER & STEINER LLP**  
**Kimberly Cassord**  
Precursor Co Name  
**Kimberly Clark**  
**LUXE D'EUROPA**

- 2:45 **The Global Family: Preparing the Family From the Legal and Financial Standpoints**  
As families become more global, many don't realize that the moment they step off of American soil US rules no longer apply to areas such as estate law and prenuptial agreements. This session will cover the consequences involving money, healthcare, legal rights and personal insurance needs that need to be discussed before any family member moves abroad
- Learn Best Practices to:
- Determine legal discrepancies between US policy and those of a new home country
  - Ensure there is no disruption in healthcare and personal insurance coverage while settling in abroad
  - Understand tax and other financial ramifications of being a global citizen
- 3:30 **Results of Conference Survey**  
4:00 **End of Conference**

#### Sponsors:



**Bombardier Flexjet®** offers affordable access to business jet travel through the purchase of shares in Learjets® and Challengers®. Flexjet guarantees 24-hour fleet access with as little as four hours' notice. Owners pay predictable fees and their aircraft are maintained and managed by Bombardier on their behalf. Flexjet is a division of Bombardier Aerospace Inc., the third largest civil aircraft manufacturer in the world, the world's largest business jet manufacturer, and the leader in regional commercial aircraft.



**Calamos Investments** is a global asset manager, founded in 1977 and headquartered in Naperville, Illinois. John P. Calamos, Sr. and Nick P. Calamos oversee the investment team which manages assets for individuals and institutions through a full range of equity, balanced, fixed-income, alternative, and convertible investment strategies. Working closely with the investment team, CALAMOS Private Client Group provides customized wealth management advice and support to high-net-worth investors, family office advisors, business owners, and endowment and foundation executives.



**Capgemini** serves more than 75% of the World's Top 25 Financial Services (FS) firms as clients. With over 5000 financial services professionals and 30 years of experience, companies rely on Capgemini's leading industry insights and powerful capabilities to solve their financial services problems. In achieving faster, more sustainable results for our clients, we aim to:

- consistently deliver industry recognized solutions that address key issues
- provide tangible results that impact client performance and capture competitive advantage
- lead with industry insights into key market trends and opportunities

Our five FS Centers of Excellence deliver proven solutions in Retail Banking, Insurance, Wealth Management, Payments and Compliance & Risk Management. We also specialize in Leasing & Diversified Financials. For more information contact us at [financialservices@capgemini.com](mailto:financialservices@capgemini.com) or visit [www.capgemini.com/financialservices](http://www.capgemini.com/financialservices).

**Special Offer!** Attend the Family Office Management Conference in Florida January 30-February 1 and receive 20% off of the regular registration fee for Family Office Forum! \*Use code XU2134BM.

**IIR Family Office Series Presents:**

**June 12-14, 2006 • The Marriott Downtown Magnificent Mile • Chicago, IL**

**THE 13TH ANNUAL**

# Family Office FORUM

**After you've tackled your back office operational challenges by attending January's Family Office Management Conference...**

**Join us in June for an All-Encompassing Look at the Family Office, including Investments, Risk Management, Administration, Family Dynamics, Tax and Philanthropy**

**MORE THAN 400 ATTENDEES BENEFITED FROM THE 2005 FORUM... DON'T MISS NEXT YEAR!**

#### What attendees said about the 2005 Family Office Forum:

*"Provided a better understanding of the unique dynamics of family office vs. wealthy individuals."*

Dolores Wheless, Frost Bank

*"Panels were energetic, informative, useful with personal experience relevant to the discussion."*

Kristen Ogdon, The Ogdon Partnership

*"Great keynote presenters... Everyone was raving about it!"*

Elizabeth Whitlow, Harris Private Bank

*"Great overviews on family dynamics... provides tools to make our operations work more efficiently"*

Dale Ueitch, Lexington Family Office

*"Learned to better educate family members about benefits of the family office and better ways to organize the family office"*

Chief Counsel, CM Capital Group

*"Attend to better understand family office responsibilities and opportunities"*

Paul Navetta, Dan's Excavating

*"Overall program content was excellent... I got a better understanding of how other firms provide family office services."*

Barbara Weakly, Driehaus Capital Management



## Who should attend and whom will I meet?

Single and Multi Family Office Representatives, including:

- Chief Executives
- Chief Information Officers
- Chief Operations Officers
- Chief Administration Officers
- Chief Technology Officers
- Human Resource Directors
- Family Business owners and executives
- High net worth individuals
- Technology solutions providers
- Wealth management advisors
- Portfolio and investment managers
- Insurance executives
- Tax and accounting specialists

## About the Biltmore Hotel:



The Biltmore, Miami's national historic landmark resort--located in the heart of Coral Gables--features luxury accommodations and exceptional facilities for social events and celebrations. Highlights include the 18-hole, Donald Ross-designed championship golf course, 10-lighted tennis courts, brand-new Spa, fitness center, fine restaurants and bars, private wine cellar club, and a colossal pool with private cabanas. Host to kings and presidents, weddings and charity galas, public policy meetings and corporate conferences, The Biltmore are a signature symbol of South Florida warmth and hospitality. Visit [www.biltmorehotel.com](http://www.biltmorehotel.com) for information. The Biltmore is a member of The Leading Hotels of the World.

### ADMINISTRATIVE DETAILS

5 Easy Ways to Register

REGISTRATIONS: Please complete and return the registration form to Customer Service Manager:

-  **FAX:** (941) 365-2507  
 **CALL:** (888) 670-8200 or (941) 951-7885  
 **MAIL:** IIR NY, P.O. Box 3685, Boston, MA 02241-3685  
 **EMAIL:** [register@iirusa.com](mailto:register@iirusa.com)  
 **WEB:** <http://www.iirusa.com/FOManagement>

#### Group Discounts Available

Please contact Aloycia Bellillie at (212) 661-3500 ext. 3702 for details.  
No two discounts can be combined.

### Fee

The standard fee for attending IIR's Family Office Management Conference is outlined on the registration form. This includes the luncheon and refreshments, and the conference documentation and materials submitted by the speakers. You may enclose payment with your registration or we will send an invoice. Payments can be made by check, VISA, MasterCard, Diners Club or American Express. Please make checks payable to the "Institute for International Research, Inc." and write the name of the conference delegate(s) on the face of the check as well as our reference (**U2134**). Payments must be paid by **January 20, 2006** to ensure seating at the conference and inclusion on the delegate list.

### Dates and Venue

January 30 – February 1

The Biltmore Hotel  
1200 Anastasia Avenue  
Coral Gables, FL 33134

\*Hotel will not accept individual call-ins for hotel room reservations at IIR's negotiated group rate.

### Accommodations

A block of rooms will be held for a limited period of time at the **Biltmore Hotel**. All hotel bookings must be made through The Global Executive's Internet booking site. Please visit [www.globalexec.com/iir](http://www.globalexec.com/iir) to make your reservation. If you do not have web access, or need additional assistance, please call The Global Executive at (800) 516-4265 or (203) 431-8950. You can also send them an email at [conf@globalexec.com](mailto:conf@globalexec.com) or fax them at (203) 431-9305. The hotel will not accept individual calls for room reservations at the IIR negotiated group rate.

### Substitutions and Cancellations

Should you be unable to attend for any reason, please inform IIR IN WRITING prior to **January 20, 2006** and a credit voucher for the full amount will be issued which must be used within one year of issuance. If you prefer, a full refund less a \$395 non-refundable deposit will be issued. No refunds or credits will be given for cancellations received on or after **January 20, 2006**.

Substitutions of enrolled delegates may be made at any time. Please indicate upon registration whether you are eligible for a discount. No two discounts can be combined. If, for any reason, IIR decides to cancel this conference, IIR does not accept responsibility for covering airfare, hotel or other costs incurred by registrants including delegates, speakers, sponsors and guests. Program content subject to change without notice. Press permission must be obtained prior to the event and is dependant upon speakers' approval. The press may not quote speakers or delegates unless they have obtained their approval in writing. Press passes do not include admittance to break-out sessions.

### Documentation Order

If you are unable to attend the program, or would simply like to order additional sets of documentation for your colleagues, they are available for \$395 per set, including taxes, postage and shipping in the U.S. Please fill out the order form on the back of the brochure. The documentation is available for shipment two weeks after the conference takes place.

### CREDIT CARD PAYMENT ONLY.



Any disabled individual desiring an auxiliary aid for this conference should notify IIR at least 3 weeks prior to the conference in writing by faxing (212) 661-6045.

### Sponsored Events and Table Top Exhibits

Are you looking for a creative way to reach top-level decision-makers? Why not consider sponsoring a luncheon, cocktail party or refreshment break? Maybe you're looking for the perfect forum to showcase your products and services or an onsite communication center. For information on sponsorship or exhibition opportunities please contact **Susan Copperman** at 212.661.3500 ext. 3131

**Exhibitions:** Exhibit space will be available at this conference offering you the perfect forum to showcase your products and services. This is your chance to make valuable contacts and have your tabletop display serve as your communications center. Please call Jeffrey Dubs, 212-661-3500, ext. 3082 for showcase opportunities.

### Complaint Resolution Policy

For more information regarding administrative policies such as complaint and refund, please contact our offices at (888) 670-8200 or (941) 951-7885.



Institute for International Research is registered with the National Association of State Boards of Accountancy (NASBA) as a sponsor of continuing professional education on the National Registry of CPE Sponsors. State boards of accountancy have final authority on the acceptance of individual courses for CPE credit. Complaints regarding registered sponsors may be addressed to the National Registry of CPE Sponsors, 150 Fourth Avenue North, Nashville, TN 37219-2417. Web site : [www.nasba.org](http://www.nasba.org)



The Institute for International Research has been certified by the New York State Continuing Legal Education Board as an Accredited Provider of continuing legal education in the State of New York through June 30, 2003. Application for renewal of Accredited Provider status is currently pending. CLE credits are available for most other states and may vary depending on your state's rules and regulations. For more information on IIR's financial hardship policy, call Kimberly Johnson at (212) 661-3500 x 3052.

### 3rd Annual Family Office Management Conference Registration Form

Five Easy Ways to Register

**Fax:** (941) 365-2507

**Call:** (888) 670-8200

**Mail:** Institute for International Research, NY  
P.O. Box 3685  
Boston, MA 02241-3685

**E-Mail:** register@iirusa.com

**Internet:** www.iirusa.com/FOManagement

☐ Yes! Please register the following individual(s) for **Family Office Management**  
Please check the appropriate box:

#### Early Registrations – Register Before 11/18/05

☐ Yes! I want to register for the conference (U2134C) - \$2195/ 1195\*

☐ Yes! I want to register for the conference & Pre-Conference Tax & Estate Planning Summit (U2134B) \$3090/ 2090

☐ Yes! I want to register ONLY for the Tax & Estate Planning Summit (U2134D) - \$1195

#### Regular Registrations – Register Before 12/23/05

☐ Yes! I want to register for the conference (U2134C) - \$2295/1295\*

☐ Yes! I want to register for the conference & Pre-Conference Tax & Estate Planning Summit (U2134B) \$3190/ 2190\*

☐ Yes! I want to register ONLY for the Tax & Estate Planning Summit (U2134D) \$1295

#### Late Registrations – Register after 12/23/05

☐ Yes! I want to register for the conference (U2134C) - \$2395/1395\*

☐ Yes! I want to register for the conference & Pre-Conference Tax & Estate Planning Summit (U2134B) \$3290/ 2290\*

☐ Yes! I want to register ONLY for the Tax & Estate Planning Summit (U2134D) - \$1395

\*Family Office/Investor rate, subject to IIR approval

(1) Name \_\_\_\_\_  
Title \_\_\_\_\_ Department \_\_\_\_\_

(2) Name \_\_\_\_\_  
Title \_\_\_\_\_ Department \_\_\_\_\_

Your Manager \_\_\_\_\_ Title \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Tel: ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_

☐ YES! Please keep me informed about future IIR events via fax

Signature \_\_\_\_\_

E-Mail: \_\_\_\_\_

☐ Yes! Keep me informed about future events via e-mail

Signature \_\_\_\_\_



Institute for International Research  
708 Third Avenue, 4th Floor  
New York, NY 10017-4103

PRSR STD  
U.S. Postage  
PAID  
Plattsburgh, N.Y. 12901  
Permit N0.44

#### METHOD OF PAYMENT

☐ I have enclosed my payment  
☐ I will register now and pay later\*\*

☐ Please charge my credit card:

☐ Visa ☐ MasterCard ☐ American Express ☐ Diner's Club

Credit Card No. \_\_\_\_\_ Exp. Date \_\_\_\_\_

Signature \_\_\_\_\_

\*\*Payment must be received by January 20, 2006

#### EXHIBITIONS/SPONSORSHIPS:

Please send me more information on how to: ☐ Exhibit ☐ Sponsor

#### INCORRECT MAILING INFORMATION

If you are receiving multiple mailings, have updated information or would like to be removed from our database, please contact Tamara Lowe at (212) 661-3500 ext. 3211 or fax this page to her attention at (419) 781-6036. Please keep in mind that amendments can take up to 6 weeks.

**PLEASE DO NOT REMOVE MAILING LABEL**

U2134

IIR Family Office Series Presents:

# Third Annual Family Office Management Conference

Best Practices for Creating and Managing a Productive Family Office

#### Speakers include:

David Banner, TAG Portfolio Management Group  
Robert Bernstein, RUSI Global Advisors  
Mark Blumenthal, Blackman Kallick Barstein  
Alexander Bove, The Law Firm of Bove & Langa  
Steve Braverman, Braverman Family Partnership  
Michael Brink, Nease, Lagna, Eden & Culley  
Kenneth Brown, Precursor  
Jonathan Carroll, Family Office Metrics  
Bob Casey, Wealth Manager Magazine  
Alan Eber, Law Offices of Alan Eber  
David Handler, Kirland & Ellis  
Tom Handler, Handler, Thayer & Dugan  
Richard Higgins, WealthTouch  
David Jacobson, Lehman Brothers Trust Company  
Marshall Jones, The Legacy Solutions Group  
Dennis Kleinfeld, Four Points Family Office  
Fran Loery, The Metropolitan Group  
Tom Livergood, Family Wealth Alliance  
Linda Mack, Mack International  
Kathryn McCarthy, Independent Consultant  
Bill Reister, Consumer Growth Partners  
Steve Schoen, Allied Consulting  
John Sinder, Financial Controllers  
Tim Voorhes, Family Office Services  
Kathy Wiseman, Working Systems  
Joe Wright, Calamos Investments

Earn up to  
22.5 CPE/CLE  
Credits

Sponsors:



Media Sponsors:



To Register Call: 888-670-8200 • Fax: 941-365-2507 •  
E-mail: register@iirusa.com • Web: www.iirusa.com/fomanagement

January 30 - February 1, 2006 • The Biltmore Hotel • Coral Gables, FL

#### Learn best practices for:

- Determining where your family office stands today to best realize its potential for tomorrow through exhaustive benchmarking
- Creating valuable reporting and communication procedures
- Evaluating myriad family office structures and creating a solid growth plan
- Using integrated technology to customize operations
- Reducing fraud and other risks through effective internal controls
- Examining outsourcing options, fees and controls
- Maintaining the family brand to involve all generations in a family's wealth management
- Selecting and monitoring money managers in an increasingly complex financial landscape
- Evaluating insurance products and containing associated costs



In conjunction with the Family Office Management Conference:

## Mastering Tax & Estate Planning Summit

Ensuring Successful Wealth Transfer  
The Essential Tax, Asset Protection and Estate Planning  
Summit for Private Investors, Families and Their Advisors