



## **Writing the SAR Narrative Virtual Live Event via ZOOM**

Speaker: Leah Hamilton

**September 9, 2025**

Member Rate: \$295

Business Session: 8:30am- 11:30am

Non-Member Rate: \$395

The Suspicious Activity Report (SAR) Narrative is critical for law enforcement to effectively evaluate suspicious activity. When done right, the SAR narrative can provide a wealth of knowledge and understanding as to the nature and circumstances of the suspicious activity. A clear, complete, and concise description of the activity, including what was unusual or irregular that triggered suspicion, is required when filing SARs.

This 3-hour seminar will cover the Who, What, Where, When, Why and How, the introduction, body and conclusion, and pulling it all together, along with tips and from various federal agencies to guide you to enhanced SAR Narrative writing.

We will share examples of both good and bad narratives and then challenge you to draft a narrative! (Don't worry, we will give you the basic facts and allow your creative side to shine!)

During the SAR Narrative with Workshop seminar, we will cover:

- SAR Thresholds & Confidentiality
- The Importance of the SAR Narrative
- The 4 C's: Clear, Concise, Chronological and Complete
- Answering the 5 W's and How: Who, What, When, Where, Why and How
- The Body, Introduction and Conclusion
- Documentation
- Supplemental attachment
- Pulling it together
- Tips from Law Enforcement

Prerequisite: Basic SAR reporting knowledge

Audience: This program is intended for:

- BSA Officers, analysts and staff, auditors, risk officers, retail and operational managers, senior management, and financial officers.
- Examiners and third-party consultants, auditors, and related companies

## **Speaker: Leah Hamilton**

With nearly 30-years of experience in the financial services industry, Leah's in-depth compliance knowledge spans Lending, Deposits, BSA/AML and Compliance Risk Management. Her diverse skills, from software programmer to legal counsel to compliance advisor make Leah a results-oriented and strategic compliance professional.

Nationally recognized for her pragmatic compliance advice and her engaging approach, Leah provides management and staff valuable insight to effectively understand, identify, manage, and mitigate compliance risk.

Throughout her career, banks, credit unions, FinTechs, and federal and state associations have engaged her for compliance advice and training at all levels: front line, compliance, audit, board and management, and state and federal examiners.

As a faculty member of the Southwest Graduate School of Banking at Southern Methodist University in Dallas (SWGSB) for the past ten years, she teaches Compliance Risk Management, Commercial Lending, and BSA/AML and Compliance for new community bank directors.

## **Professional Experience**

Leah Hamilton has served as the Chief Compliance Officer for a \$4 billion community bank, a start-up mortgage company, and for a large banking software compliance division. In addition, she was in-house counsel and worked for several leading banking software firms. In addition to participating in loan, deposit, and BSA/AML review and audit services, Leah has advised thousands of financial institutions on day-to-day BSA/AML and compliance matters, consent order remediation and management responses to examiner concerns.



For more information, contact Elizabeth Bailey, vice president of professional development at (251) 510-3593 or email [ebailey@alabama.bank](mailto:ebailey@alabama.bank)

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