CORE CONCEPT

Corporate Trust and Escrow Services Course: Escrow Agent, Trustee and Paying Agent Roles

6 – 10 June 2027
Dammam - Eastern Province five-star

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Introduction:

Corporate trust and escrow services, covering escrow agent, trustee and paying agent roles, is a 1-week course for bank and trust company officers, transaction counsel and control staff that ends with a Corporate Trust and Escrow Service Plan for a case organisation. Institutions face claims when release conditions are vague, escrow parties are poorly verified or trustees act without a mandate. Nominees already administer or review escrow, agency or trustee mandates, and the course is taught through case studies on escrow agreements, trust deeds and payment files. CoreConcept Training Center delivers this corporate trust and escrow services course.

Course Objectives:

- Distinguish escrow agent, bond and sukuk trustee, paying agent, facility agent and security agent mandates by duty, standard of care and liability exposure
- Draft and review escrow agreements with clear account structures, release conditions and termination provisions for real estate, M&A and project deals
- Administer trustee and paying agent duties across bond and sukuk issues, including holder communications and payment runs
- Operate facility and security agency tasks such as notices, rate setting, lender distributions and enforcement instructions
- Apply onboarding, sanctions and payment authentication controls to escrow and agency accounts
- Build a corporate trust and escrow service plan with a fee schedule, control matrix and liability safeguards

Target Audience:

- Corporate trust and escrow officers responsible for opening, administering and closing escrow mandates
- Agency operations staff responsible for facility agent notices, lender payments and security agent records
- Trustee and paying agent administrators responsible for bond and sukuk holder payments and communications
- Transaction legal staff responsible for reviewing escrow agreements, trust deeds and agency agreements
- Onboarding and financial crime control staff responsible for verifying escrow parties and payment instructions
- Product and relationship staff responsible for pricing and proposing trust and agency mandates

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Course Outline:

Day 1: Corporate Trust Business Landscape and Mandate Types

- Escrow Agent, Trustee, Paying Agent and Facility Agent Roles Compared
- Fiduciary Duty Versus Contractual Agency Standard of Care
- Off-Plan Real Estate, M&A and Project Escrow Use Cases
- Corporate Trust Revenue Model and Mandate Pipeline Review
- Current-State Mandate Inventory and Risk Exposure Assessment

Day 2: Escrow Agreement Architecture, Account Structures and Release Mechanics

- Escrow Agreement Clause Map From Appointment to Termination
- Single, Segregated and Sub-Account Escrow Account Structures
- Release Condition Drafting With Joint Instructions and Milestone Certificates
- Off-Plan Developer Escrow Draw-Down Against Construction Progress Certificates
- M&A Holdback, Price Adjustment and Indemnity Escrow Mechanics

Day 3: Trustee, Paying Agent and Loan Agency Operations

- Trust Deed and Agency Agreement Duties of the Bond Trustee
- Sukuk Delegate Role With Ijara and Wakala Certificate Structures
- Paying Agent Coupon, Periodic Distribution and Redemption Payment Runs
- Facility Agent Notices, Rate Setting and Lender Payment Waterfall
- Security Agent Holding Collateral and Enforcement Instructions From Lenders

Day 4: Escrow Party Onboarding, Payment Controls, Fees and Liability

- Know Your Customer Checks on Escrow Depositors and Beneficiaries
- Sanctions Screening and Source of Funds Review for Escrow Inflows
- Payment Authentication With Callback Verification and Dual Authorisation
- Fee Schedule Design for Acceptance, Administration and Transaction Fees
- Indemnity, Exculpation and Interpleader Clauses Limiting Agent Liability

Day 5: Case Study Work on the Corporate Trust and Escrow Service Plan

- Case Study Disputed Release Under an Off-Plan Project Escrow
- Case Study Sukuk Holder Instructions After a Payment Default
- Case Study Fraudulent Payment Instruction Against M&A Escrow Funds
- Service Plan Control Matrix, Fee Model and Escalation Owners
- Corporate Trust and Escrow Service Plan Completion and Peer Review

Skills You Will Gain:

- Escrow Agreement Review
- Release Condition Drafting
- Trustee Duty Administration
- Paying Agent Reconciliation
- Loan Agency Processing
- Escrow Party Due Diligence
- Payment Fraud Prevention
- Agency Fee Structuring

Why Attend This Course:

- Present a Corporate Trust and Escrow Service Plan to the head of corporate trust and the operational risk lead for approval
- Decide whether a requested release, holder instruction or new mandate falls within the agreed terms before acting on it
- Avoid misdirected escrow payments, disputed releases and uncovered liability claims that expose the institution to losses
- Equip operations and legal colleagues with release checklists, onboarding templates and fee schedules developed in the case studies

Conclusion:

Back at work, the participant presents the Corporate Trust and Escrow Service Plan to the head of corporate trust, the legal adviser and the operational risk lead. They use it to decide which escrow, trustee and agency mandates to accept, how to price them, which release and payment controls to apply and which liability safeguards to insist on in new agreements. After the first mandates are opened under the plan, the unit should review release turnaround, payment exceptions, onboarding findings and fee recovery against the baseline and adjust its acceptance criteria.

Frequently Asked Questions FAQ:

What should participants know before a corporate trust and escrow services course?

Participants should already open, administer or review escrow accounts, trustee mandates or agency roles, or draft related agreements. Bringing an anonymised escrow agreement, trust deed or fee schedule from their own institution helps the case studies reflect real practice.

How does a corporate trust and escrow services course differ from a securities custody course?

It focuses on acting as a neutral escrow agent, trustee or agent under a written mandate: release conditions, holder instructions, agency notices and liability. Custody courses cover safekeeping, settlement and corporate actions for investment portfolios rather than mandate-based fiduciary roles.

Why do corporate trust and escrow services depend on precisely drafted release conditions?

An escrow agent may only act on what the agreement states. Vague milestones, missing evidence requirements or unclear joint instruction rules force the agent to choose between parties, which invites disputes, frozen funds and liability claims.

What do participants take back from the corporate trust and escrow services course?

Participants take back a Corporate Trust and Escrow Service Plan for a case organisation, with a mandate acceptance checklist, release condition templates, a control matrix for payments and onboarding, a fee schedule and liability clause guidance.