

## SOLICITORS

JCS has worked with the legal profession for many years, providing a comprehensive range of services that are tailored to specifically meet the requirements of our clients.

We understand the differing needs of your profession and can meet both the business and the personal needs of partners and practice managers. By working closely with you we are able to ensure a cost effective and efficient response to all your accountancy needs.



### Specialist advice for the Legal Profession

Your first one hour consultation will be **FREE**. At this meeting, you can tell us about the aims and ambitions you have for your firm. Based on that information, we will then prepare a detailed proposal as to how we can help you in a cost effective manner.

#### PARTNERSHIPS

As experienced business advisers, JCS can assist solicitors with many partnership issues. These include providing advice on succession planning, considering how to extract capital from the business and how to value goodwill.

JCS can also advise on the implications of expansion and taking on new partners, achieving partner equality, partner recruitment and management of the transition process.

Through production of partnership accounts we work with you to determine optimum profit sharing arrangements and freehold property considerations. Our understanding of solicitors allows us to provide sound advice and consultation, such that we can be called upon to act as arbitrators.

#### PRACTICE MANAGEMENT

JCS can provide services to help law firms manage their affairs more effectively and help deal with day-to-day activities.

We can help with the systemisation of business processes, training of administrative and legal cashing staff, the introduction of sound accounting procedures and if required, the outsourcing of activities such as payroll.

We fully understand and appreciate the regulatory accounting requirements of solicitors and can provide advice on:

- Valuation of work in progress
- Bank account management
- Overdrawn Client bank accounts
- Fees and disbursements
- Rectification of errors
- Bank reconciliations

#### ANNUAL REPORT AND QUALIFICATIONS

JCS can also help you identify and address the typical issues that might result in qualification of your annual report to the Solicitors Regulation Authority.

Our proven advice can reduce the risk of breaches occurring and improve existing controls related to:

- Receipt and transfer of costs
- Register of Bank Accounts
- Reconciliation procedures
- Training of bookkeeping staff
- Treatment of Legal Services Commission monies
- Cheque clearing and bounced cheque procedures
- Titles of bank accounts

#### BUSINESS ADVICE

Our experienced team can work with you to provide in-depth business advice and guidance. Together, we can develop and implement strategic plans that are focused on achieving both your business and personal objectives. Our years of experience can be used to improve the profitability of your business and minimise your tax burden.

We can also assist in calculating charging rates, break-even points, and how best to charge for professional time. Our advice can also cover procedures and systems, such as time recording.

#### PERSONAL FINANCIAL ADVICE

Our business and personal services can work together to cater for all your financial and accounting needs.

- Financial planning
- Personal tax returns
- Financing and home secured overdraft

We will be pleased to assist you in any or all of these areas.



Chartered Accountants

- Call Andrew Hazael on **020 8722 5714**
- Or contact us by Email: [andrew@jcassutton.co.uk](mailto:andrew@jcassutton.co.uk)
- Or visit our web site at: [www.jcassutton.co.uk](http://www.jcassutton.co.uk)