

The LSSA is accredited by SASSETA as a training provider
Legal Education & Development (L.E.A.D)

INCREASE YOUR PROFIT!!! (MANAGEMENT GUIDANCE) 2009

VENUES & DATES

Bloemfontein	04 May 2009
Port Elizabeth	18 May 2009
East London	20 May 2009
Durban	23 June 2009
Cape Town	29 June 2009
Gauteng	02 July 2009

TIME

09:00 – 16:00

PRESENTERS

Vincent Faris CA (SA) – Chairperson of the Accountant members of the SAICA Joint Attorneys and Accountants Committee. Presents seminars for the LSSA (L.E.A.D), SAICA as well as for the national and provincial bodies of the organised legal profession.

PURPOSE

The purpose of the seminar is to examine the impact that the global financial crisis has had on the legal profession in South Africa. Delegates will have a better understanding of the financial management processes to assist them in addressing any downturn or exploiting any opportunities. The seminar will also deal with ways and means of increasing profitability.

CONTENT

The presentation will commence with an overview of the present day practice climate and the impact that the global financial crisis has had on the service activities of a legal practice. The cost and expenditure structure will be examined and the impact thereof on the break-even point.

This will be followed by a detailed discussion on budgeting, cash flow projections, managing the book debt, time recording, fee debiting, billing rates, capital funding, controlling costs, measuring performance and expense recovery.

The last session will deal with cost centre analysis, staff productivity & creating capacity in order to operate more profitably.

OUTCOME

Participants should be able to increase profit through management.

WHO SHOULD ATTEND?

Attorneys, candidate attorneys and office management staff.

REGISTRATION FEES:

Attorneys:

- Practising Attorneys: R570 pp
- Sole Practitioners, Candidate Attorneys & Support Staff: R450 pp
- 5 or more persons from same firm of Attorneys: R450 pp

Non-Practising Attorneys / Other Firms:

- R980 pp
- 5 or more persons from same firm
– less 5% Discount
- 10 or more persons from same firm
– less 10% Discount

L.E.A.D reserves the right to cancel a seminar should the number of delegates not justify the costs involved.

Any person who has registered for a seminar and fails to cancel at least 48 hours prior to the seminar (in writing), shall be held liable for the payment.

Please fax registration form together with proof of payment to confirm booking. Payment must be made up front by cheque, credit card or direct deposit.

Cheques to be made payable to CLE

Bank: FNB Pretoria
Acc: 6200 9641 029
Branch Code: 251445
Reference: 3SEM001

REGISTRATION: INCREASE YOUR PROFIT (MANAGEMENT GUIDANCE) 2009		Forward the completed registration form to the Seminars Department: L.E.A.D, PO Box 27169, Sunnyside, 0132 /Docex 247, Pretoria • Tel: (012) 441-4608 • Fax: 086 550 7145 / 086 550 7131 E-mail: sharon@LSSALEAD.org.za or tamara@LSSALEAD.org.za Please complete a separate registration form for each delegate																		
Surname:				First name:				Title:												
ID number:				Gender:				Race (Optional):												
Firm:				Position:																
Postal address:				DX address:																
Tel: ()			Fax: ()			Cell:			e-mail:											
Centre of attendance:																				
Card type: Mastercard <input type="checkbox"/> Visa <input type="checkbox"/> Budget Facility to be used? YES <input type="checkbox"/> (please indicate number of Months _____) NO <input type="checkbox"/> Expiry date: _____ Card holder's name: _____																				
Card Number:																				
Signature: _____				Date: _____				Amount: R _____												
Payment by cheque (Cheques must be made payable to 'CLE') Amount: R _____																				
Special Dietary Requirements (if any)																				