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Accounts and finance

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<u>Money missing from client account -</u> <u>Warning notice</u>

[<u>https://news.sra.org.uk/solicitors/guidance/money-missing-</u> <u>client-account/</u>]

21 June 2024

Relevant to all firms and individuals we regulate but is particularly relevant to you if you are a manager of a firm or a firm's COFA or COLP.

Improper use of client account as a banking facility - Warning notice

[<u>https://news.sra.org.uk/solicitors/guidance/improper-client-account-banking-facility/</u>]

1 March 2023

How to prevent your firm's client bank account being improperly used as a banking facility.

Improper use of client account as a banking facility - Case studies

[https://news.sra.org.uk/solicitors/guidance/improper-useclient-account-banking-facility/]

1 March 2023

Case studies to be read in conjunction with the warning notice on improper use of client account as a banking facility.

Do I need to operate a client account? -Guidance



[<u>https://news.sra.org.uk/solicitors/guidance/operate-client-account/]</u>

16 February 2023

Questions and answers for SRA-authorised firms that receive client money in the form of fees and disbursements and want to rely on the exemption not to operate a client account.

<u>Granting authority to withdraw residual</u> <u>client balances - Guidance</u>

[<u>https://news.sra.org.uk/solicitors/guidance/general-granting-authority-withdraw-residual-client-balances/</u>]

8 October 2020

To help you understand how we make decisions to grant authorisation to a firm to withdraw residual client balances over £500.

<u>Taking money for your firm's costs -</u> <u>Guidance</u>

[<u>https://news.sra.org.uk/solicitors/guidance/taking-money-for-your-firms-costs/</u>]

14 September 2020

For all SRA-authorised firms and individuals that receive money and assets from clients and third parties and use that money to pay fees and disbursements.

<u>Planning for and completing an</u> <u>accountant's report - Guidance</u>

[https://news.sra.org.uk/solicitors/guidance/planningcompleting-accountants-report/]

14 September 2020

Advice to help reporting accountants and a firm's senior managers/ COFA prepare for and complete an accountant's report and statutory reporting obligations to us.

<u>Statement of our position regarding firms</u> <u>operating a client's own account -</u> <u>Guidance</u>



[<u>https://news.sra.org.uk/solicitors/guidance/clients-own-account/]</u>

25 November 2019

Understand in what circumstances under Rule 10 of the SRA Accounts Rules you can operate a client's own personal bank account as signatory.

<u>Joint accounts and record keeping -</u> <u>Guidance</u>

[<u>https://news.sra.org.uk/solicitors/guidance/joint-accounts-record-keeping/</u>]

25 November 2019

Understand the types of joint accounts that you can operate and the records which you will need to keep in order to comply with the SRA Accounts Rules.

<u>Helping you keep accurate client</u> <u>accounting records - Guidance</u>

[<u>https://news.sra.org.uk/solicitors/guidance/accurate-client-accounting-records/</u>]

25 November 2019

Understand your obligations under the SRA Accounts Rules to keep accurate accounting records relating to the receipt and handling of client money.

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