

Increase your firm's billable hours and profitability

CLT downloadable training package

Increase your firm's profits with our new, unique, downloadable training package. The package consists of two recorded one hour online presentations which educate fee earners in best practice in time recording and billing, an area where most firms struggle to get the best out of their lawyers. They are presented by Peter Scott, former Managing Partner of Eversheds, London and a highly regarded financial consultant within the legal practice management area.

Recordings can be watched by lawyers from the comfort of their own offices in groups or individually and we are pleased to offer this package for a **single price of £495 (members) for your whole firm for 12 months**. So for as little as all existing staff and new joiners can watch and re-watch the training over a 12 month period to ensure continued success in your financial management.

For further details and to be sent access to two free samplers of the training contact Karen Battersby on: **0121 362 7522**, email **Kbattersby@centlaw.com** or complete and return the booking form overleaf.

Pricing and Time Management

Training presentation one

- Improving law firm profitability
- Profitability factors
- Getting the best from the financial information available to you
- Practical steps to drive up revenue
- Pricing for profit
- What do clients want?

"If your firm is suffering from the triple whammies – under-pricing, under-recording of time and under-realisation on billing, then this on-line training will show you how to 'stop the leakage' and become more profitable" - Peter Scott

Improving Cashflow Management

Training presentation two

- Cash flow management
- Best use of financial information to monitor cash flow
- Getting it right when taking instructions
- How to manage WIP
- Managing debtors
- Cash collection targets
- Managing lock up
- Personal action plans to improve cash flow

CLT's *Introductory Package Fee:

CLT Member: £495 + VAT
Non Member: £795 + VAT

*Introductory offer ends 30th September 2010

Booking form overleaf, alternatively:

Email: kbattersby@centlaw.com Phone: 0121 362 7522

5 Easy ways to book:

✉ **Please return to:** Karen Battersby,
Central Law Training Ltd, Wrens Court,
52-54 Victoria Road, Sutton Coldfield,
Birmingham B72 1SX
DX: 708700 Sutton Coldfield



Tel: 0121 362 7522 (ask for Karen Battersby)
Fax: 0121 355 5517
Email: kbattersby@centlaw.com

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BOOKING FORM - CLT DOWNLOADABLE TRAINING PACKAGE (PLEASE USE BLOCK CAPITALS)

I/we would like to purchase the CLT Downloadable training package

CLT Member £495 + VAT

Total Fees

Add VAT

Non Member £795 + VAT

I/We enclose a cheque
payable to CLT for

Title:

First Name:

Surname:

Employer's Name:

Employer's Address:

Postcode:

DX No:

Email:

Employer's Website Address:

Employer's Tel:

Employer's Fax:

Signed:

Date:

TERMS AND CONDITIONS

1. Confirmation of your booking will be sent by email or post within 2 days of receipt. A VAT invoice will be sent separately to your accounts department at the end of the month.
 2. Prices may be subject to change.
 3. Upon receipt of a confirmed booking a licence agreement will be sent to you which must be completed fully and returned to CLT before access to the recorded online training is provided.
 4. This booking form constitutes a legally binding contract. The delegate and employer are jointly and severally liable for payment of all the fees due to CLT. To the extent permitted by law, neither Central Law Training Limited nor its presenters will be liable by reason of breach of contract, negligence or otherwise for any loss or consequential loss occasioned to any person acting omitting to act or refraining from acting in reliance upon the course material or presentation of the course or, except to the extent that any such loss does not exceed the price of the course, arising from or connected with any error or omission in the course material or presentation of the course. Consequential loss shall be deemed to include, but is not limited to, any loss of profits or anticipated profits, damage to reputation or goodwill, loss of business or anticipated business, damages, costs, expenses incurred or payable to any third party or any other indirect or consequential losses.
 5. Data Protection: Central Law Training may periodically contact you with details of programmes and services that may be of interest to you and may pass your details to other companies within the CLT Group and selected clients. Please write to the Client Care Team if you do not wish to be included in this activity.
- Additional terms and conditions apply to webinars and recorded online training. Please visit www.clt.co.uk/bookingtermsandconditions for full details.



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SUTTON COLDFIELD, BIRMINGHAM, B72 1SX**