

## LSUC Spot Audits – Successful and Stress Free

**Tuesday, November 3, 2015**

**8:30 a.m. – 11:30 a.m.** (Registration at 8:15 a.m.)

TLA Lawyers Lounge, 2<sup>nd</sup> Floor, 361 University Avenue Court House

Does the thought of a Spot Audit by the Law Society alarm you? Every law firm in the province will be audited once every 5-10 years. The purpose of the Spot Audit is to promote high quality record keeping, provide onsite support and ensure compliance with LSUC requirements.

Learn how to have a successful and stress free Spot Audit from a panel of speakers from the Law Society!

They will discuss the essentials of records preparation and maintenance, and offer some business tips. Note that as the regulator they do not make recommendations regarding software, do not answer any questions about software use, nor do they provide referrals of bookkeepers and/or accountants.

The session begins at 8:30 am for 90 minutes and will be followed by 1 hour of Q&A

Speakers: **Rimpal Hinduja, Charley Kozdas, & Deborah Loh**, Spot Audit Program,  
Law Society of Upper Canada

**Registration Fee:**

**Members \$60.00 + HST (\$7.80) = \$67.80; Non-Members \$90.00 + HST (\$11.70) = \$101.70**

No refunds after October 27, 2015. An administrative fee of \$25.00 will be applied to all cancellations.

Snacks and refreshments will be provided. Space is limited, no walk-ins

**Registration Form: LSUC Spot Audits – Successful and Stress Free**

HST # R106989569

Name: \_\_\_\_\_

Firm: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

**Register  
Online via  
our Events  
[Calendar](#)**

**Payment**

I am enclosing a cheque for:  \$ 67.80 (TLA members) or  \$101.70 (Non members)

Or please charge my credit card:  **Visa**  **Master Card**

Total amount: \_\_\_\_\_

Card number: \_\_\_\_\_


Expiry date: \_\_\_\_ / \_\_\_\_


Name on Card: \_\_\_\_\_

CVV #: \_\_\_\_\_

Forward cheque payable to: The Toronto Lawyers Association, Court House Library, 361 University Avenue, Toronto Ontario M5G 1T3

 [events@tlaonline.ca](mailto:events@tlaonline.ca)

 Fax: 416-947-9148

 Phone: 416-327-5700

Web: [www.tlaonline.ca](http://www.tlaonline.ca)