



Outsourced Legal Cashiering

**SIGN
UP NOW**

For the best, most flexible and convenient option to managing your accounts, turn to Quill's legal cashiering and SRA experts.

Why outsource your legal cashiering?

Comply with regulators and minimise liability:

Quill's experienced legal cashiers take the stress out of running your legal accounts, as they are fully compliant with all the latest solicitors' accounts rules - SRA Accounts Rules, CLC Accounts Code and Scottish Accounts Rules.

Reduce costly overhead and increase profitability:

Your cashier is employed by us but serves as a dedicated extension of your law practice – saving you on recruitment, training, salary, IT equipment and office space costs associated with hiring your own in-house cashier.

Enjoy continuous cashier support – on your terms:

Contact your cashier or deputy at any time during the work week and never again experience disruptive staff holiday, sickness or parental leave absences. You decide how much or how little you need of our cashier's time on an ad-hoc basis, so you run your office efficiently and profitably.

Which option is best for your law firm?

Option 1

**MOST
POPULAR**

End-to-end cashier support

You enter daily e-chits into Quill's software – which is essentially a daily record of monies in and out to your client and office accounts – and we pick up from there.

We literally do everything else – billing, reporting, VAT returns, invoices, ledger and bank account management and reconciliation.

Best for: small to medium sized law firms seeking a fully integrated solution that's easy to use, efficient and SRA compliant.

Option 2

Basic cashier support

Continue to use your existing accounts system but still benefit from having a dedicated legal cashier working for you as an extension of your practice.

Best for: small to medium sized law firms seeking the support of an experienced legal cashier.

How it works

Our UK-based cashiering team is 50-strong and are experienced ILFM-qualified legal cashiers ready to help. Based on your needs, you'll be assigned a dedicated cashier that will get to know you, your business needs and your legal accounts – working with you just like a normal employee on your payroll.

You'll quickly learn to rely on your legal cashier to manage all the time-intensive data entry, compliant-centric reconciliation and accounting tasks that keep your business running smoothly.

Linzi McCormack has 32 years of experience and is just one of our 50 legal cashiers working at Quill.



Save time – simply record your solicitors' fee earning activities and disbursements or send daily e-chits and your cashier will handle the rest



Maintain a healthy cash flow – claim back money due from your clients by generating auto-calculated bills based on rates, percentage uplifts and VAT



Automate VAT returns – task your cashier with preparation and online submission of your VAT returns to HMRC according to MTD legislation



Gain business insights – receive weekly, monthly and yearly financial statements and reports in areas such as ledger balances, bank reconciliations, balance sheets, profit and loss



Pass audits – relax in the knowledge of precision accounts and give your accountant free cloud access to your data for analysis prior to on-site visits or inspections



Plan for business continuity – it's reassuring to know you can contact your cashier year-round, access your data 24/7 and even choose temporary outsourced support for unexpected absence cover which allows 'business as usual' at all times, whatever challenges come your way

Client praise:

"We are delighted with the service you provide and very glad we changed to you. You are great!" - **Aubrey Isaacson Solicitors LLP**

"Much of our success is down to being very smart at outsourcing and having your team keep us on the straight and narrow. We've never looked back on the decision to outsource legal cashiering." - **Luqmani Thompson & Partners**

"I would like to say how professional and knowledgeable Andrew is and what a pleasure it is working with him. He is always ready to offer assistance with a lot of patience and guidance and we're happy with our transition over to Quill and how smoothly things are running." - **Tibber Marks Solicitors**

Ready to get started? Contact us today!