


Financial Recordkeeping for Paralegals

CHAIR/SPEAKER: **Rimpal Hinduja**, CPA, CGA, Supervisor, Spot Audit
Law Society of Ontario

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Law Society of Ontario

November 26, 2019
9:00 a.m. to 10:30 a.m.
Total CPD Hours = 1 h + 30 m Professionalism 

Law Society of Ontario
Donald Lamont Learning Centre
130 Queen St. W.
Toronto, ON

Webcast Only

SKU CLE19-01112

Agenda

9:00 a.m. – 9:05 a.m.	Welcome & Opening Remarks
9:05 a.m. – 9:30 a.m.	Overview of a Trust Reconciliation
9:30 a.m. – 9:40 a.m.	Methods of Disbursing Client Trust Funds

9:40 a.m. – 9:50 a.m.	Outstanding Receipts, Bank Errors & Other Reconciling Items
9:50 a.m. – 10:00 a.m.	Inactive Accounts & Unclaimed Trust Funds
10:00 a.m. – 10:10 a.m.	Annual Reporting on Paralegal's Annual Report
10:10 a.m. – 10:30 a.m.	Question and Answer Session
10:30 a.m.	Program Ends