



Professional Series (England & Wales: advanced)

Day 1: Charity Accounting
9.45 am for 10.00 am to 4.00 pm

London Tues 18 May

Day 2: Independent Examination

9.45 am for 10.00 am to 4.45 pm

London Tues 25 May

open to non-members

4.5 hours' CPD per day

*ACIE - promoting excellence in independent examining -
registered charity in England and Wales, number 1077154;
in Scotland, number SC039066*

Content

ACIE is offering two days for accountancy professionals interested in finding out more about charity accounting and independent examination - or in making sure that their understanding of the subjects is up to date. The days can be attended as stand-alone days or as a two-day course.

Charity accounting and independent examination are in the middle of a period of significant legislative and regulatory change which began to take effect for accounting periods beginning in February 2007 and which continued their phased implementation well into 2009. These changes present considerable opportunities for entering into, or increasing, work with charities, but the detail is complex.

Day 1: Charity Accounting: it is expected that participants will have little previous knowledge or experience in charity accounting but will be familiar with generally accepted accounting principles and reporting. They are likely to be qualified or experienced accountants.

The aim of Day 1 is to introduce participants to the principles of Charity Accounting and cover areas where charity accounting and reporting differ from conventional accounting.

Day 2: Independent Examination: it is expected that participants will be familiar with charity accounting requirements (or have attended Day 1) and may have experience of auditing, but will be unfamiliar with independent examination.

The aim of Day 2 is to introduce participants to the principles and practicalities of undertaking an Independent Examination.

The Format

Each day will be delivered in lecture format, with trainers answering relevant questions from the floor and available during breaks for individual queries and clarification. There will be comprehensive handouts.

Trainer

Sarah Smith BSc FCCA FCIE. As well as a long-standing specialism in all things taxable, Sarah has worked with charities for over 15 years. Her practice is just outside Oxford, where her charity clients are many and varied (www.temple-smith.co.uk).

Venue

16 Park Crescent is the home of ICSA (the Institute of Chartered Secretaries and Administrators). It is situated on the corner of Park Crescent and Portland Street, two minutes from either Regent Park or Great Portland Street tube stations. www.16parkcrescent.co.uk

The venue is accessible, but because it is a historic building, use of the ramp at the front door has to be pre-arranged. If you will need to use the ramp, therefore, we need to know in advance. If you have any queries about the access, or want to let us know your access requirements so that we can check for you, please indicate this on the booking form - thanks.

A map/travel details will be sent with the booking confirmation.

Fees and cancellations

The fee for each day is £150 per person, which includes detailed notes, tea/coffee/biscuits at registration, mid-morning and mid-afternoon and a buffet lunch.

Cancellations: if you are unable to attend, please let us know as soon as possible. A refund of the fee paid, less a £10 administration fee, will be made if we have 21 days' written notice (post or email). If ACIE has to cancel the event, the full fee will be refunded.

Bookings and enquiries to:

ACIE, The Gatehouse, White Cross, South Road, Lancaster LA1 4XQ
tel/fax: 01524-348920 email: info@acie.org.uk web: www.acie.org.uk

registered charity in England and Wales no: 1077154; in Scotland no: SC039066

Deadline: if you can book - or let us know that you intend to book - by **Monday 12 April**, that would be very helpful. If the number of bookings are very small by that date, we may have to consider cancelling the course. Thanks for your help in this matter.

Booking form follows ...

Booking Form
Professional Series
(England & Wales: advanced)

Please book me a place on the following date(s):

			London
Day 1 10 am - 4pm	Charity Accounting	<i>date:</i>	18 May
		<i>tick:</i>	
Day 2 10 am - 4.45 pm	Independent Examination	<i>date:</i>	25 May
		<i>tick:</i>	

I enclose a cheque for £ _____ (£150 per day)

cheques made payable to 'ACIE' - thank you

Please print:

Your name Title (Mr, Ms)

Professional qualifications (if applicable, eg. ACIB, FCA, MAAT)

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Address

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.....

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Postcode

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Tel No

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Email

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tick ¹

If you have **any dietary or disability/access requirements**, please let us have details.

Please photocopy and complete a booking form for each additional participant.