

Important dates for the 2017 year



CPD Certificates

- Friday 31 March 2017: Annual CPD Certificate due
- Friday 30 June 2017: Supplementary CPD Certificate due

Law Practice Notifications

- Friday 7 April 2017: Annual Declaration Part A

Trust Account Notifications

- Friday 21 April 2017: Part B Trust Money Statement
- Friday 21 April 2017: Notification of External Examiner Appointed
- Wednesday 31 May 2017: External Examination Report
- Tuesday 1 August 2017: Annual Declaration of Persons Authorised to Effect Withdrawals

PC Renewals

- Friday 21 April 2017: PC renewal kits to be distributed to practitioners
- Wednesday 31 May 2017: Due date to submit renewal applications
- Thursday 1 June 2017: Late fee applies to renewal applications submitted on or after this date
- Friday 30 June 2017: Final date for renewal applications

Trust Accounting Software That **Ticks All the Boxes**

Actionstep will keep your firm's trust accounting compliant with preset rules for each state in Australia, including NT. All you need to do is select your region. **It's that easy.**

What is **Actionstep**:

Actionstep is a cloud based legal practice management software that has everything you need to run a modern law practice:

- ✓ Matter Management
- ✓ Trust Accounting (**NSW Law Society Certified!**)
- ✓ Time Recording and Billing
- ✓ Process and Document Automation
- ✓ And much more...

All for just \$60 per user/month.

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