



Outsourced Legal Accounting for Law Firms

Who we are

Cashroom is led by a team of directors with extensive experience across multiple sectors, including law, accounting and technology, ensuring the company delivers innovative, practical, and tailored solutions for its clients.

With offices in Livingston, Scotland and Lancashire, England, our teams offer the services and expertise law firm's need in order to have an effective finance function within their law firm's.

Our people include former lawyers, chartered accountants, and experienced finance managers, bringing together the right blend of legal and financial expertise to support firms of every size.

Our services are delivered securely and efficiently through our Cashroom Portal, a platform we designed and built exclusively for law firms. This makes it a purpose-built solution that ensures compliance, enhances transparency, and streamlines financial processes for any type of firm.



Chris O'Day
Chief Executive Officer



Alex Holt
Chief Revenue Officer



Steven O'Day
Chief Operations Officer



Paul O'Day
Chief Technology Officer



Emma O'Day
Chief Marketing Officer

WHY DO LAW FIRMS' CHOOSE TO OUTSOURCE



(Source: Deloitte 2016)



Firms that benefit from outsourcing



Firms of all sizes from start-ups up to the largest firms



Firms where the cashier has retired (as it can be difficult to recruit cashiers)



Firms where the cashier is going on Parental leave



Firms that are restructuring and dealing with TUPE options



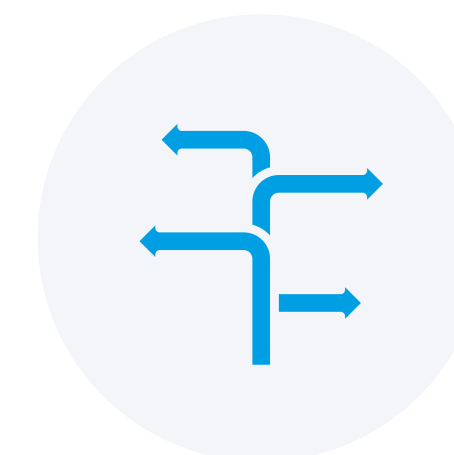
Firms that need help following a Law Society inspection / audit



Firms where the lawyers have been trying to do it themselves and have no real knowledge of the systems and processes required for compliance with the Solicitor Accounts Rules



Forward thinking firms with a desire to do things differently



Firms looking to scale, without having to constantly recruit, train and manage new staff

Services for law firms



Legal Cashiering



Management Accounting



Project Work



Payroll



Statutory Accounts



Credit Control

The Cashroom Portal

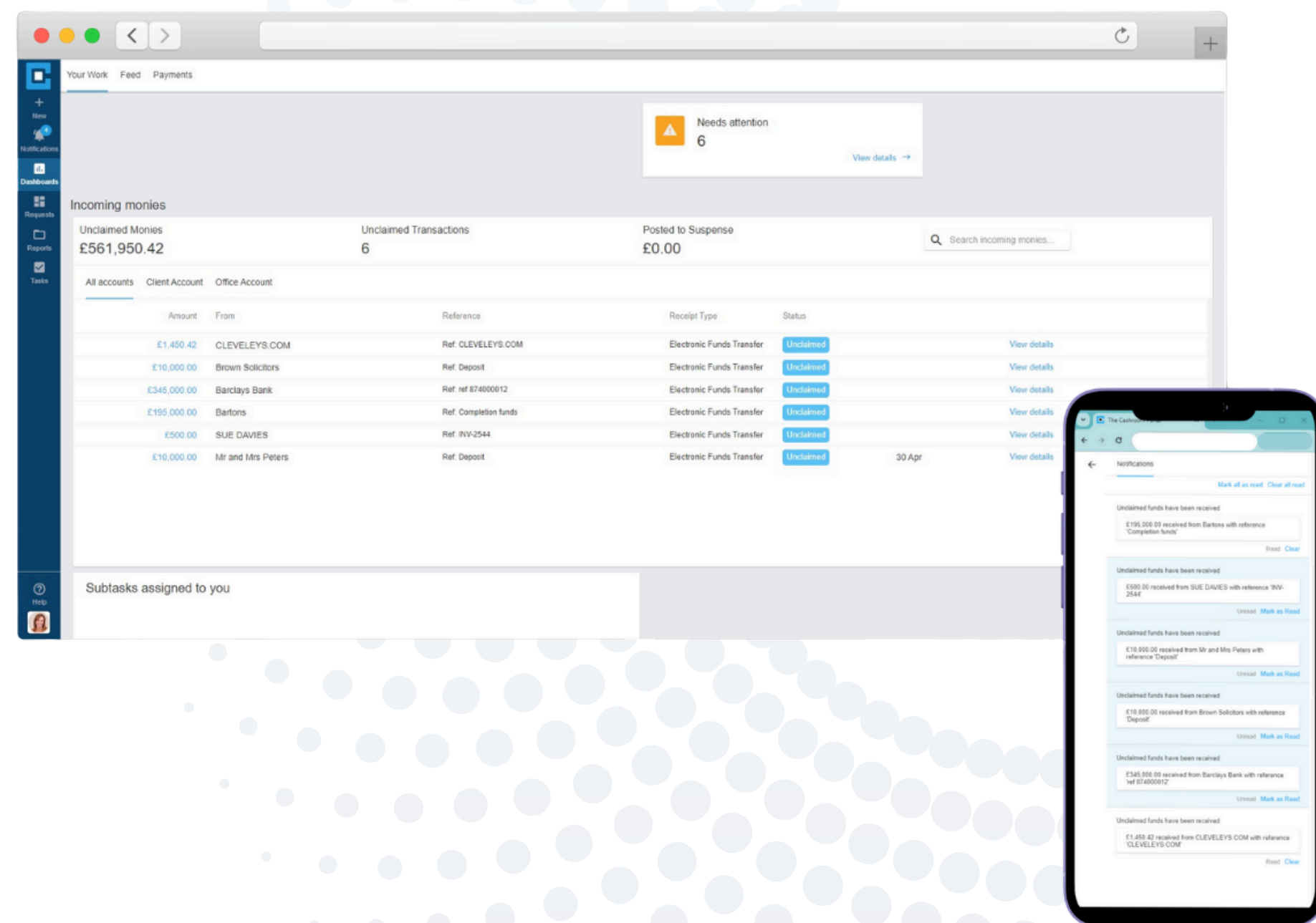
The Cashroom Portal is an award winning platform designed to meet the unique operational and regulatory needs of legal practices, helping firms run smoothly, stay compliant, and focus on client service. With it's real-time visibility across client accounts, matter finances, and overall firm performance, lawyers and finance teams can make informed decisions, monitor cash flow effectively, and address potential issues before they escalate.

Compliance is at the heart of the Cashroom Portal. Client funds are tracked accurately to meet SRA requirements and other regulatory obligations, with clear audit trails to safeguard both the firm and its clients. Built with security and accessibility in mind, the portal allows teams to collaborate safely from anywhere, with role-based permissions ensuring the right people have access to the right information.

The portal also integrates seamlessly with popular Practice Management Systems, ensuring financial workflows align with matter management and case tracking. Using Open Banking, it enables faster, more secure, and transparent payments, while Confirmation of Payee (CoP) technology adds an extra layer of security by verifying that client payments are directed to the correct accounts. These integrations streamline operations, reduce risk, and save valuable time for law firms.

Beyond day-to-day operations, the portal delivers actionable insights which allows law firm leaders to make strategic, data-driven decisions and plan for sustainable growth. The platform scales with your firm, accommodating new users, additional matters, and more complex reporting as the business expands.

In short, the Cashroom Portal transforms the way law firms manage their finances. By combining compliance, efficiency, real-time insight, and modern technology integrations, it gives lawyers and management teams the clarity and control they need to manage and grow their practice confidently.



Book a demo of The Cashroom Portal: info@thecashroom.co.uk

Onboarding

Onboarding with Cashroom is designed to be smooth, transparent, and tailored to each law firm's needs. From the very start, our goal is to ensure your firm's finance operations are transitioned efficiently, securely, and with minimal disruption.

The process begins with a detailed review of your firm's existing finance setup, client accounts, and operational workflows. We work with you to understand your specific requirements, regulatory obligations, and reporting needs. This ensures that the onboarding plan is aligned with your firm's objectives and compliance responsibilities.

We integrate your firm's systems with the Cashroom Portal, linking client accounts, practice management systems, and reporting tools. This includes configuring workflows, setting up user permissions, and ensuring real-time visibility of all matters and finances.

Comprehensive training for your team is provided by Cashroom's onboarding team. This ensures your staff know how to access information, run reports, manage client accounts, and use the system efficiently. Ongoing support is available, so any questions or issues can be resolved quickly.

Once the onboarding is complete, your firm goes live with Cashroom managing the finance operations you have requested. Our team continues to monitor performance, provide guidance, and suggest optimisations to improve efficiency, compliance, and reporting.



Katie Wilson
Head of Onboarding



Lynne McAllen
Transition Manager

Key Benefits of Onboarding with Cashroom

- Smooth transition with minimal disruption to your firm.
- Secure handling of client funds and compliance with Account Rules.
- Access to a dedicated team with expertise in law firm finance.
- Real-time insight and reporting through the Cashroom Portal.
- Integration with your accounting software and modern payment technology.

Teams



Kendra Bryant
Senior Manager



Teresa Wilson
Senior Manager



Nicole Dickson
Senior Manager



Stephen Ellison
Senior Manager

Our client teams are structured into four portfolios, ensuring that every firm benefits from the right people with the right expertise. Each law firm that chooses to outsource to Cashroom has access to a dedicated team, including:

- Senior Manager
- Cashroom Manager
- Finance Manager
- Team Leader
- Legal Cashiers
- Assistant Legal Cashiers

This structure provides depth of knowledge, continuity of service, and the reassurance that there is always expert support available. All team members are fully accessible, whether through The Cashroom Portal or by phone, providing continuity, responsiveness and reassurance that expert support is always available.

Training & Compliance

Our teams receive continuous training on the latest rules and regulations, including SRA Accounts Rules, AML (Anti-Money Laundering), GDPR, and Law Society guidance, ensuring we remain fully up to date with the legal and regulatory environment. We embed these standards into every process we manage, from client money transactions to payroll, so you can be confident that your finance function is both compliant and efficient.

We also invest in our people through the Cashroom Academy, a dedicated training programme designed to give all staff a clear development pathway. The Academy supports team members in achieving professional qualifications with the Institute of Legal Finance & Management (ILFM), ensuring they not only meet but exceed industry standards. This commitment means that our clients benefit from highly skilled specialists who combine practical experience with recognised qualifications.

For our clients, this means:

- Robust audit trails that make compliance reviews and inspections straightforward.
- Reduced risk of regulatory breaches, thanks to proactive monitoring and checks.
- Confidence that your finance processes are in safe hands, freeing you to focus on delivering legal services.



Rachel Faris
Head of HR & Compliance



Andrew Lowe
Training & Development Manager



"We are committed to staff training and progression, that's why all staff are enrolled into the academy from their first day of employment."

IN-HOUSE COSTS



COST BENEFITS OF OUTSOURCING

MAXIMISE YOUR RESOURCE:

Benefit from a cost based on the actual activity and skill level your firm requires, rather than having to fund sufficient senior cashiering resource to deal with complex, high-risk elements, while using that same resource to carry out the more mundane, junior tasks.

IMPROVE YOUR CASHFLOW:

Ensure an up-to-date log of case related fees and expenses for regular claim back purposes - resulting in a healthier cash flow.

IMPROVE EFFICIENCY & PRODUCTIVITY:

Free your employees to get on with what they do best and benefit from more streamlined processes.

ACCESS EXPERTISE AND INSIGHTS:

Get access to better forecasting data which provides valuable business insights that can be used to identify trends and inform your overall business strategy.

REDUCE YOUR EXPOSURE TO RISK:

An outsourced partner will have invested heavily in security measures and will assume compliance responsibility.

BECOME MORE AGILE:

Scale resource up and down as you need it, without the hassle of hiring and firing employees.

"Law firms don't fail for lack of profits; they fail for sufficient cash to operate"

Legal Institute for Forward Thinking

THERE ARE MANY THINGS TO CONSIDER WHEN SWITCHING TO AN OUTSOURCED PROVIDER

What questions should you ask when selecting a provider?

THE PROBLEM Don't want to switch your existing systems.	THE PROBLEM Worried about being stuck with a service provider; either due to an unfair contract or because of difficulties replacing the service.	THE PROBLEM Concerned about 'professional behaviour' on separation.	THE PROBLEM Worried about who will manage your account.
WHAT TO ASK Can they work with your current setup?	WHAT TO ASK What happens if I want to end the contract?	WHAT TO ASK Can you provide a reference from a firm which no longer uses your services?	WHAT TO ASK Will it be a dedicated individual, and, if so, who will cover for sickness or absences?
HOW SHOULD THEY ANSWER? Yes. A quality outsourced legal cashier should be able to work with your current setup. For example, The Cashroom has a totally system agnostic approach. This means that firms need not change their systems before benefiting from the service.	HOW SHOULD THEY ANSWER? Not a problem. Our contract makes the required notice period clear. And, because we use your systems and you own your data, you can leave without any hassle.	HOW SHOULD THEY ANSWER? Yes. Contracts end for many reasons. For example, a merger might remove the need for outsourced services. Having a firm who has gone through this process vouch for a former provider should put your mind at rest.	HOW SHOULD THEY ANSWER? You will have a dedicated manager or cashier (and more if required), plus backup cashiers.



ENHANCING OPERATIONAL EFFICIENCY BY OUTSOURCING

THE CHALLENGE

Prior to engaging Cashroom, KMC Legal encountered several challenges in managing their accounting tasks. These challenges included time constraints, compliance risks and resource allocation.

THE SOLUTION

Recognising the need for a comprehensive and efficient accounting solution, KMC Legal partnered with Cashroom. Cashroom offered a range of services tailored to the specific needs of legal practices, including cashiering, compliance support and providing them with a suitable technology platform.

THE RESULT

Cashroom's partnership with KMC Legal has demonstrated the significant benefits of outsourcing legal accounting tasks to a specialised service provider.

By leveraging Cashroom's expertise and technology platform, the firm was able to enhance its operational efficiency, ensure compliance with legal regulations, and focus on delivering exceptional legal services to its clients.

"I am absolutely delighted with the service provided by Cashroom. Having them take care of my legal accounting tasks has been a massive relief, allowing me to focus on other parts of my work without the burden of managing payments."

The portal they provide is excellent, and their cashiers are incredibly efficient – I can't thank them enough for their help"

 KMC
LEGAL

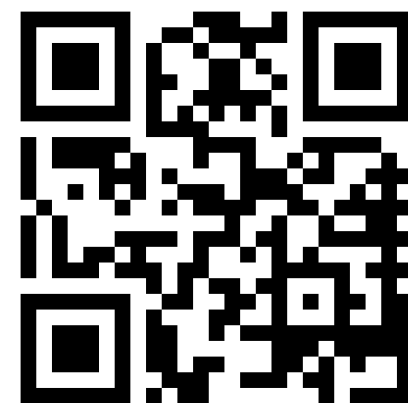
Get in touch...



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Chief Revenue Officer

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