



James Dowsley & Associates

SPECIALISTS IN CRIMINAL LAW
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TO WHOM IT MAY CONCERN

REFERENCE – TONY MITCHELL

Reply To:

Tony Mitchell has been the Accountant in relation to this firm since its inception.

We have found Tony Mitchell to not only be completely reliable and trustworthy in relation to all dealings with cash and bank accounts in the practice, but further we have found his attention to detail and accounting procedures faultless.

Tony implemented the use of LEAP Legal Accounting software with this practice during 2008. We are aware that Tony Mitchell has obtained qualifications to instruct in the implementation of LEAP software and also train other firms regarding the management of the LEAP programs. We have as a firm benefited from not only the use of LEAP Legal Software but also Tony's training and management of our staff in it's usage.

Tony Mitchell has been responsible for all accounts both in relation to the Office Accounts and Trust Account matters involving numerous transactions and subject to strict compliance by independent auditors as well as the Law Institute of Victoria appointed auditors. Throughout this process we have not had any issues in relation to non-compliance with the regulations. Since 2008 it has been the LEAP Legal Accounting Software and Tony's management of that program that has assisted in our compliance requirements.

We are in the position to highly recommend Tony for any accounting work in an office environment and indeed in relation to a law practice.

Should you require any further information in relation to this matter, you should not hesitate to contact our James Dowsley.

JAMES DOWSLEY & ASSOCIATES.

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Your Ref:

2 December 2010

To Whom it may concern

Dear Sir/Madam

AHM Business Management

I have been a commercial property lawyer for over 20 years specializing in Commercial property Development.

Until July 2009 I had practiced in a large commercial CBD firm with all the administrative assistance one would expect of that type of firm and an "accounts" staff of many.

On 1 July 2009 I set up my own boutique law firm from "scratch". On the recommendation of a colleague I selected LEAP for my practice software (both LEAP Documents and LEAP Accounting).

In need of assistance I sought help from Tony and AHM Business Management Services.

Tony has helped me enormously in both sides of my accounting (Office and Trust) and ensured that I am compliant with all requirements of the Legal Profession Act and helped me produce meaningful management accounts to assist my day to day control of the practice.

From a starting point of knowing very little about accounting and no knowledge of MYOB Tony has armed me with the business tools to understand the financial side of my business and to comply with my obligations under the Act.

Yours faithfully



RMS Lawyers

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