

**Access to information and advice from Kubernes at an economical fixed price for your charity: just £180 per year!**

**On future renewals save 20% (or save 40% on renewal if your charity has less than £100,000 income)**

*"We are now being paid for our work under a contract rather than a grant: what are the VAT implications?"*

"We have a number of people on modest incomes who make voluntary contributions to our work: can we treat them as gift aid donations and claim tax back?"

"We have just sold a charitable property for more than the value in our accounts: what do we record to get a correct balance sheet at year end?"

*"We need one of our trustees to do some work but we need to pay her — how can we do it legally?"*

If you want an economical way of getting help and advice on questions like these, the KUBERNESIS CHARITY ADVICE SERVICE could be just what you need!

The KUBERNESIS CHARITY ADVICE SERVICE exists to enable staff or trustees in charitable organisations to have access to a service of informal professional help and advice on issues of:

- **charity accounting and financial management**
- **charity constitutions, trustee responsibilities, etc**
- **fundraising plans, gift aid procedures, etc**
- **and broader charity tax-related or similar issues.**

Drawing on the wide experience of the Kubernes Partnership LLP as *charity consultants*, the service provides:

- Access to Dr Gareth Morgan (senior partner of Kubernes) for individual assistance with queries in these areas. Queries may be raised by telephone, letter, fax, or e-mail (there is a special e-mail address, available *purely* for clients subscribing to this service).
- A detailed *Kubernes Charity Bulletin* - with each article sent as a separate PDF by e-mail which you are free to circulate - on on urgent changes such as the Budget or charity law and accounting rules.
- Special client mailings about Kubernes training and other activities.
- Advice on use of Kubernes software (if used by the charity) in relation to the issues above.

PLEASE NOTE:

(1) *This is not an "instant-answer" service.* In general the response time to queries will be 24 to 48 hours, although it could be longer at holidays etc. However, where you wish to discuss an issue directly with Gareth Morgan, a mutually convenient time for a phone call will be agreed as part of the service. (2) The service is intended for dealing with short queries - roughly defined as questions that can be answered in a couple of paragraphs or 5 to 10 minutes in a telephone conversation. (3) The service will only address the specific issues you raise, so we may not know the full background: it is not a substitute for full professional advice on a complex situation. (4) Please bear in mind that we are *not* a firm of solicitors or chartered accountants: The Kubernes Partnership LLP is a firm of *charity consultants* with wide experience on issues affecting small/medium charities.

A similar scheme is available to provide second tier support for Professional Advisers - please see our website for details.

**TO JOIN the *Kubernes Charity Advice Service* just go to [www.kubernes.co.uk/advice-service](http://www.kubernes.co.uk/advice-service) to register and pay online OR complete the form below and return with your cheque.**

Name of contact person: .....

Organisation: .....

Address: .....

Telephone: .....

E-mail (for e-Updates): .....

Payment: £180.00

(Subscriptions relate to a 12 month period ending on the last day of the relevant. Prices shown are fully inclusive - no VAT or postage to add.)

*Please register me/my organisation for the Kubernes Charity Advice Service for the coming year under the option ticked. I enclose a cheque for £180 payable to The Kubernes Partnership LLP/we are sending payment by BACS. I understand that the newsletters and any individual advice received under this service is confidential to the organisation shown above (although Kubernes Charity Bulletins may be shared with others).*