

DO YOU HAVE **RESIDUAL CLIENT FUNDS
THAT COULD HELP IMPROVE YOUNG LIVES?**



**Please help us support young
people **facing homelessness**
and other challenges**

www.stepbystep.org.uk

**STEP
BY
STEP** 
Young People, Hard Times, Bright Futures.

Step by Step is a young person's charity that prevents homelessness and reinstates life chances.

We believe that all young people deserve a safe place to live and the chance of a bright future. Our aim is to empower young people going through hard times so that they can identify their aspirations and fulfil their potential.

Step by Step offers accommodation and specialist support to young people affected by homelessness and other issues. Young people need more than a roof over their head if they are to move on with their lives. They need to be imbued with life skills, confidence and self-esteem if they are to leave homelessness behind them for good. That is why Step by Step offers key wraparound services, including counselling, well-being and advice.

It is this unique combination of immediate help and longer-term future-building that sets Step by Step apart from other homelessness charities.

Step by Step runs services across six counties in the South of England, supporting hundreds of young people each year.



Please help ensure we can continue these vital, life-changing services for the hundreds of young people who rely on them each year.

Solicitors Regulation Authority's (SRA) rules* and the Council of the Institute of Chartered Accountants for England & Wales (ICAEW) regulations** allow practices to donate unclaimed client funds to charities.

We're reliably informed residual client account balances cannot be used for any other purpose, so they can be a burden on annual audited accounts. If you hold funds in dormant accounts, would you pass them on to Step by Step?

For more information about using unclaimed funds to help Step by Step, please contact us on 01252 346100 or email fundraising@stepbystep.org.uk.

Alternatively, please complete the donation form overleaf.



*SRA rules – Where the rightful owner cannot be traced, rules 20.1 and 20.2 of the Solicitors' Accounts Rules permit balances under £500 to be paid to charity without SRA permission, providing certain safeguards are met. Amounts over £500 can also be paid to charity, providing SRA permission is granted and Step by Step Partnership Ltd can provide an indemnity letter for this purpose.

**ICAEW regulations – The client must have remained untraced for five years. For sums of £10,000 and above (per client), Step by Step Partnership Ltd is able to provide an indemnity for the sum provided.

RESIDUAL CLIENT FUNDS

1. Organisation and contact details

Organisation Name _____

Title _____

First Name _____ Surname _____

Address _____

_____ Postcode _____

Email _____

2. Your donation

Organisation name _____ would like to make
a donation of £ _____ as funds from residual client accounts.

Signature _____

Date _____

Please make cheques payable to Step by Step Partnership Ltd and send to:
Step by Step Partnership Ltd, 36 Crimea Road, Aldershot, GU11 1UD.

Or to arrange a BACS transfer, please call 01252 346100.

3. Keep in touch

We would love to keep you updated with our news, events and young people's stories.
We promise not to pass your details on to any third parties.

- ☐ We would like to receive emails about general news
- ☐ We would like to receive emails about appeals
- ☐ We would like to receive emails about events
- ☐ We would like to hear from Step by Step by post