



## Managing Your Accounts Receivable

### *Take Effective Control of YOUR Money*

It's your money and it should be working for you, not for your customers

As a contractor you may not have many rights in a contract; one right you do have is the right to your money on time. Are you willing to enforce that right?

This program is targeted at Senior Management. It will cover the key issues that you need to implement and monitor to improve your collections process.

A detailed workbook is included for you to give to your people who are involved in the day to day collections so that they can develop a formal collections procedure that you can monitor in 15 minutes per week.

### **PROGRAM OUTCOMES**

**Prioritize** the management of your receivables.

**Review** a process for improving your collections - workbook overview.

**Evaluate** how well your collections are being managed.

**Develop** your Action Steps for the implementing the new process.

### ***This is a 30 minute program***

*It is targeted at senior management who would delegate the development and implementation of the process of managing their accounts receivable effectively.*

*There is a 3-hour version of this program targeted at those who are responsible for the on-going process of collecting receivables.*

