



Is your cash flow flowing?

Tips for Positive Cash Flow

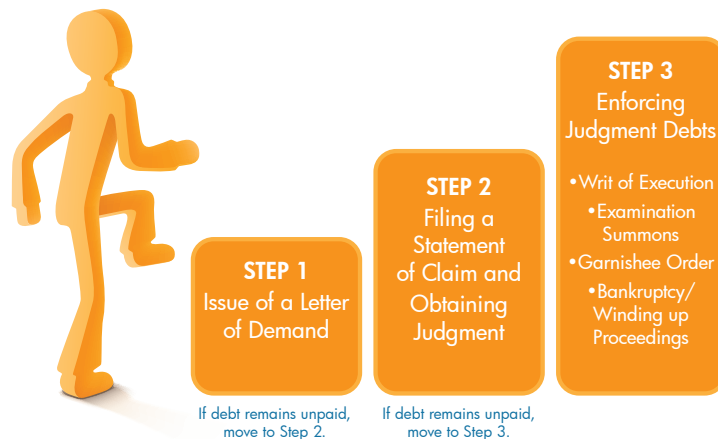
- Bill regularly
- Take action when needed
- Have in place Terms and Conditions of Trade which can be relied on, and which you administer consistently.

Consistent, regular cash flow is more important than ever. In order to ensure that your balance sheet remains in the black, you need to keep on top of your debtors.

You or your business should have terms and conditions of trade in place, before you supply goods or services to a client. Terms and conditions of trade put your customers and clients on notice of their obligations to pay you, and what you will do if they do not pay you. Terms and conditions of trade also provide you with additional options to recover your debts, for example from guarantors.

If you are not paid you should instruct Watkins Tapsell quickly to assist you recover your debts. Taking action quickly will achieve the best results.

Watkins Tapsell can provide an efficient debt recovery service for you and your business. The steps involved are:



At each step, Watkins Tapsell consults you. You control the process and are informed of the progress of the recovery of the debt and any negotiations with the debtor.

For more information about the debt recovery process, contact Sonja Daly on (02) 9545 7227.

WATKINS TAPSELL

SOLICITORS AND BARRISTERS

161 Oak Road Kirrawee NSW 2232

PO Box 88 Sutherland NSW 1499 DX4512 Sutherland

Phone (02) 9521 6000 Fax (02) 95214168

Email mail@watkinstapsell.com.au Web www.watkinstapsell.com.au

