

Schedule of Fees

Accounts Receivable Management

This service incorporates assistance in the management of your debtor accounts. Debtor follow is made as the 'Accounts Manager' or 'Credit Manager' from your business. Regular follow up will get the best results. Assistance is provided in the on-going management, control & collection of your debtor accounts.

Rates commence at \$55.00 per hour – depending on your requirements & the regularity of service.

If you need assistance in putting together an overall Accounts Receivable Management strategy, policies and procedures can be implemented, specific to your business which will enable you to have an effective Credit Policy. Advice can also be given with respect to matters which are under Administration, Receivership or Liquidation.

Credit Applications / Trading Agreements / Terms of Trade documentation

If you supply goods or services on credit, it is imperative that you have the correct terms of trade documentation in place signed by your customer. This documentation will not only provide you with certain specific information about your customer but is essential if you are to protect the title to any goods that you may supply to your customer 'on credit' under a Retention of Title clause, especially with the introduction of the PPSA Legislation which came into effect in January 2012.

The correct documentation will also provide you with a Directors Guarantee which you can use if you have any customers that trade as Pty Ltd companies. It will also enable you to charge interest on any overdue payments and give you the ability to claim back any Debt Collection Fees from your debtor (should this need arise).

This documentation is produced specific to your business taking into account the type of business that you run and incorporating the necessary wording that will better protect you in your business dealings with your customers.

Preparation of a Trading Agreement specific to your business - \$375.00

Dean Kent
Principal