
CASH FLOW TIPS AND TRICKS

A GUIDE TO BETTER CASHFLOW MANAGEMENT

PRESENTED BY IAN LOTHIAN - [DETAILED GUIDE AVAILABLE AT WWW.TMNZ.CO.NZ](http://WWW.TMNZ.CO.NZ)

- 1) Are there times of the year where you struggle to pay bills or expenses?
- 2) Does an unexpected bill or expenses cause stress about how you are going to pay for it?
- 3) Are you ever having to wait for customers to pay you before you can settle what you own to your suppliers?
- 4) Do you have more expenses than income each month?
- 5) Are you struggling to keep up with current expenses?
Are bills paid late?



- 6) Do you ever go into overdraft unexpectedly?
- 7) Do you regularly dip into your personal bank account to top up your business or use your credit card to cover expenses?
- 8) Are you putting off/cannot afford to pay taxes?
- 9) Have you stopped taking drawings or a salary from your business?
- 10) Is your business turning away orders/jobs because it cannot fund them?



MISTAKES TO AVOID...



NO CASH FLOW FORECASTING

- Identify issues before they become major
- Be thorough
- Review it regularly
- Don't go it alone



SLOW INVOICING OR DEBT COLLECTING

- Expectations up front
- Tweak payment terms
- Invoice immediately
- Discount/payment options?
- Chase, chase, chase



NO RAINY DAY FUND

In case the good times
don't keep keeping on



DON'T FORGET THE TAXMAN

GST

Income tax

Provisional tax



REMEMBER TO SEEK
ADVICE

DIY not always best



TIPS FOR IMPROVING YOUR CASH FLOW

- Review expenses – look at every aspect
- Pay close attention to direct credits and automatic payments
- Review your banking and financing
- Increase your prices
- Re-negotiate terms with suppliers – split payments?
- Look at buy/lease/HP options for assets (van, etc)