

Weekly Cash Flow

MONDAY

Top-of-Mind

Bank Balance of **\$19,500** on Monday

TUESDAY

Quarterly tax charge will automatically withdraw for **\$12,000** on Tuesday

WEDNESDAY

Payment of invoice **\$15,000** on Wednesday

A late invoice, due 11 days ago for **\$17,500** will be paid on Wednesday.

THURSDAY

A check to a supplier for **\$2,700** will clear on Thursday.

FRIDAY

Payroll of **\$32,000** due to on FRIDAY
Expected **\$34,500**

Forgotten

Unknowns



ACTUAL BANK BALANCE on Friday: **\$21,200** for a **shortfall of \$10,800**

Payment of invoice for **\$15,000** will not be paid on Wednesday!
Your client is struggling with their cash flow and is **unable to pay** for three more weeks.

A quick turn-around project is accepted but you need **\$1,100** to fix required equipment.
The service technician requires **cash** on completion.