



Managing Your Cashflow

1. Always know what cash is coming in and out of your business
2. Always make sure your planned income comes before your planned expenses
3. Budget for emergencies or unexpected expenses
4. Invoice promptly and chase up any late invoices immediately
5. Always think about the money
6. Schmooze financiers and suppliers
7. Take into account any short-term fluctuations
8. Develop warning systems

DO

- Focus on receiving payments
- Take into account seasonal fluctuations
- Keep your finances in mind with every decision you make

DON'T

- Assume you will be paid on time
- Make any unnecessary or unthought out expenditure

How are you managing your cashflow?