

# *DataWeld Incorporated*

## Collection System

Selling to a customer is only half the battle. The other half begins after the sale...collecting your money. It is extremely important to your business to maintain a steady cash flow. To help you, we've developed the COLLECTION SYSTEM.

### **WHAT IS THE COLLECTION SYSTEM?**

The COLLECTION SYSTEM is a combination of reports, inquiries, and collection letters, all designed to simplify and speed up the collection process.

### **WHAT TYPE OF REPORTS?**

The COLLECTION SYSTEM provides reports that will show you how much each customer owes and how long they have owed it to you. To speed up the process, you can ask for only those customers with a 60 or 90 day balance to show on the report. Other options allow you to see only those customers exceeding their credit limit.

### **ON-LINE INQUIRIES**

When you get ready to actually contact the customer about his account balance, comprehensive inquiries give you a tremendous amount of data at your finger tips. Simply type in the customer's account number (or name if that's easier for you). The system will show you on the screen how much he owes (aged automatically), the date and amount of the last invoice, average collection days, and any service charges applicable to this customer. The system even shows you the telephone number and who to contact when you call.

Once you're on the phone, the customer asks about a specific payment or invoice number.

You depress one key and in seconds you see **all** outstanding invoices and payments. Even the customer's check number is shown beside the payment. When he says "the check's in the mail", you're ready. Push one button and type in exactly what the customer said. Next time you call, you know exactly what was discussed and when the customer said you could expect payment. Best of all, everything is handled at one time. No more lost notes. No more running trial balances or cash receipts listing to see if a payment has been posted. All information is as up to date as the last time you posted invoices or cash receipts.

To serve as a gentle reminder, a lot of companies are beginning to send out late notices. The DataWeld Collection System handles this with ease. Late notices can be sent out daily, weekly, or monthly. Late notices can also be tailored to fit the age of the invoices. A letter being sent out to customers with invoices over 90 days old would have a stronger message than a letter being sent to customers with invoices 60 days old. When the letters are printed, all overdue and open invoices matching the selection criteria are automatically printed.

The DataWeld COLLECTION SYSTEM is flexible, easy to use, and quick. You've won half the battle when you sell the product. Let DataWeld's COLLECTION SYSTEM insure you win the other half.