

Weekly Cash Flow

MONDAY

Top-of-Mind

Bank Balance of
\$19,500 on Monday

TUESDAY

Forgotten

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**

Unknowns

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.

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