

PASTEL

PASTEL CASH MANAGER MODULE

The Pastel Cash Manager module has been designed to instantly implement management tracking and control in your debtors' collection department. It will provide you with reports to monitor collection progress, staff performance and accurately forecast cash flow. With ready to run debtors management reports for every outstanding invoice, you will determine:

- Why it is outstanding
- When it will be paid
- What has been done
- What still needs to be done

All reasons and necessary actions are recorded in one central place, so each collector no longer needs to print or export information and keep their own private notes. Complete transparency will allow you to optimise your collection process by managing your debtors' behavior. Negotiate with hard facts and quickly bring non-payments in line with your target ranges.

How does it work?

1. From the age analysis, select a debtor or an aged amount and record why the amount is outstanding, what actions must be taken and the promise to pay date.
2. The information recorded will be pulled through into ready to run reports that include:

This screen illustrates how to record your debtor information (Why it is outstanding, when it will be paid, what has been done and what still needs to be done).

- Instant cash flow reports that are up to date and accurate
 - Instant reconciliations of outstanding invoices
 - Actual days outstanding per invoice
 - Full payment history listed per invoice per debtor
 - Details of all calls made to debtors, and promises made
 - Daily call back reports and action lists for follow-up
 - Age analysis movement report which tracks movement in balances per debtor, by aging category
3. E-mail clear and concise payment reminders for every single overdue invoice per customer.

INV No	Description	Order No	Date	Terms	Original Due Date	Invoice Amount	Balance Outstanding	PTP Date	Expected Amount
RAA10005	Tax Invoice - 162w		15/03/2008	30	30/04/2008	5000.00	5000.00	2008/07/28	5000.00
RAA10006	Tax Invoice - 483... ANOTHERPHONE		15/03/2008	30	30/04/2008	7000.00	7000.00	2008/07/28	7000.00
RAA10007	Tax Invoice - 195E... 195EH1		15/03/2008	30	30/04/2008	4295.00	4295.00	2008/07/28	4295.00
RAA10008	Tax Invoice - 1234... 1234R		15/03/2008	30	30/04/2008	10000.00	10000.00	2008/07/28	10000.00
RAA10009	Tax Invoice - 727E... 727EUS		15/03/2008	30	30/04/2008	7400.00	7400.00	2008/07/28	7400.00
RAA10100	Tax Invoice - 727E... 727EUSR		15/03/2008	30	30/04/2008	25000.00	25000.00	2008/07/28	25000.00
RAA10101	Tax Invoice - 727E... 727EUS123		15/03/2008	30	30/04/2008	12000.00	12000.00	2008/07/28	12000.00
RAA10102	Tax Invoice - 638E... 638RANDOMw		15/03/2008	30	30/04/2008	21000.00	21000.00	2008/07/28	21000.00

PTP Date: 24 July 2008 Reason Code: Promise to Pay Expected Amount: 5000.00 Apply to all invoices in this category

Action: Interest To Be Charged Action Has Been Taken Call Back 14 August 2008 Save

The Debtors Reconciliation report below shows how the information is then quantified into a simple, but powerful report.

Debtors Reconciliation

Report Date: 20/08/2008

Calculated Days via from original due date

Debtor Range From: 777 To: 777
 Invoice Range From: 01/01/2008 To: 22/02/08
 Date Range From: 01/01/2008 To: 31/12/2008
 Category Range From: 1 To: 6
 Sales Code Range From: 1224 To: 400

Account	Name	Inv No	Order No	Sales Code	Calculated Days	Original Due Date	Payment Date	Amount Paid	Invoice Amount	Out. Bal. via	
777	P1 Fashion	06A10078	EAGLE12	1224	173	10/01/2008	29/02/2008	0.00	0 000.00	0 000.00	
777	P1 Fashion	06A10090	FOT9607YE	1224	142	08/02/2008	31/03/2008	0.00	0 000.00	0 000.00	
777	P1 Fashion	06A10088	JDDO	1224	142	08/02/2008	31/03/2008	0.00	10 000.00	10 000.00	
777	P1 Fashion	06A10088	FRT34	1224	142	08/02/2008	31/03/2008	0.00	9 999.00	9 999.00	
777	P1 Fashion	06A10087	JHLS7160	1224	142	08/02/2008	31/03/2008	0.00	4 999.00	4 999.00	
777	P1 Fashion	06A10088	JJZMET	1224	142	08/02/2008	31/03/2008	0.00	9 999.00	9 999.00	
777	P1 Fashion	06A10087	JJWH84	1224	112	01/03/2008	30/04/2008	0.00	2 000.00	2 000.00	
777	P1 Fashion	06A10112	Y678	1224	81	03/04/2008	31/05/2008	0.00	0 000.00	0 000.00	
777	P1 Fashion	06A10114	AA187	1224	81	03/04/2008	31/05/2008	29/08/2008	1 718.00	7 000.00	5 282.00
777	P1 Fashion	06A10180	CASH0008	400	-11	03/07/2008	31/08/2008	0.00	20 000.00	20 000.00	
Totals:								1 718.00	78 002.00	76 287.00	



Contact Us

For more information on Pastel's Cash Manager module contact us.

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