

# Systems for Improving your Cash Flow

## 4 week team coaching course



- ✓ Create a Systemized approach to collections
- ✓ Create scripts for the collections team
- ✓ Reduce your client complaints about fees
- ✓ Develop ways to have your clients pay you on your terms

### Become Cash Rich!

GPL Network's 4 week 'Systems for Improving your Cash Flow' course is aimed at providing your firm with operations and systems to enhance the collection process. Easing the worry associated with debt collection, freeing your time and allowing you and your firm to become Cash Rich!

Our first group (limited to 6 firms) will begin on **Wednesday 20 January 2010 at 9:30-10:30am QLD time** and will be facilitated by Andrew Oldham (GPL Network's General Manager and Business Coach) via weekly 60 minute webinars.

Developing new and effective systems can be complicated so take the guess work out with this easy to grasp 4 week course! This program is best for Finance Directors, Practice Managers and Administrations Manager- so bring one team member or select your whole finance team to be on each weekly 60 minute webinar, the choice is yours.

The investment for this 4 week course is very affordable at just \$1,500 + GST. Upon completion of the course you will also receive a **BONUS Gift** – GPL Network's "Debtors Management- A training tool to increase your Cash flow Performance" DVD/CD valued at \$695.

### Course Outline

- Module 1. Set new goals and create time to become Cash Rich
- Module 2. Improve your debtors with greater reporting
- Module 3. Build new and effective systems with better communication
- Module 4. Setting KPI's and reporting

### Key Outcomes

- Create a systemized approach to collections
- Create scripts for your collections team
- Create a forecasting template
- Get rid of sleepless night
- Reduce your client complaints about fees
- Get clients to pay you on your terms- We say 14 days!

If you would like to register your firm for this course, simply please fill in a registration and payment form and select your preferred course. Then fax back to us on 07 5588 5122.

# Winning Habits for Directors

## 4 week team coaching course

- ✓ Learn the 6 winning habits
- ✓ Learn to create more time
- ✓ Become a highly effective leader in your firm
- ✓ Gain a greater life balance
- ✓ Create quality work on time, on budget
- ✓ Build a successful team ethos

### **Become a highly effective leader!**

GPL Network's 4 week 'Winning Habits for Directors' course is aimed at providing Directors and Partners with effective leadership habits which will allow you to create a more successful team and gain time for a work life balance!

This has been specifically designed for Directors and Partners .Make the most out of your day, grow your business and team and get back that work life balance you deserve!

The investment for the 4 weeks is only \$1,500 + GST. Our first group (limited to 6 firms) will begin **Tuesday 19 January 2010 at 1:30-2:30pm- QLD time** and will be facilitated by Paul Jansz (GPL Network's Managing Director and Business coach) via a weekly 60 minute webinars. Get your registrations in early to avoid missing out!

### **Course Outline**

- Module 1. Part 1 – Learn the first 3 Habits
- Module 2. Part 2 – Learn the last 3 Habits
- Module 3. Become a greater communicator + build a winning culture
- Module 4. Setting KPI's & reporting

### **Key Outcomes**

- Learn the 6 habits of leadership
- Learn to create more time
- Become a highly effective leader in your firm
- Gain a greater life balance
- Create quality work on time, on Budget
- Create a successful team ethos

If you would like to register your firm for this course, simply please fill in a registration and payment form and select your preferred course. Then fax back to us on 07 5588 5122.





**REGISTRATION FORM**

Please tick your desired course below.

**4 Week Team Courses**

- **SYSTEMS FOR IMPROVING YOUR CASHFLOW**  
 Starting Wednesday 20 January 2010, 9:30- 10:30am QLD time - Investment \$1,500 + GST  
 Ending Wednesday 10 February 2010
  
- **WINNING HABITS FOR DIRECTORS**  
 Starting Tuesday 19 January 2010, 1:30- 2:30pm QLD time - Investment \$1,500 + GST  
 Ending Tuesday 9 February 2010

All 2009 prices available until 23 December 2009.

Please note that we require one primary contact person (including email address) who will be the key driver in your firm. Each firm is allowed unlimited team members on each weekly webinar.

Please see our Terms and Conditions on the next page.

Firm: \_\_\_\_\_ Partners: \_\_\_\_\_

Address:

\_\_\_\_\_  
 \_\_\_\_\_

State: \_\_\_\_\_ Postcode: \_\_\_\_\_ ABN: \_\_\_\_\_

Phone: \_\_\_\_\_ Email:

\_\_\_\_\_

**TEAM MEMBER DETAILS** (Please list all team member names below for our reference)

1.	2.	3.
4.	5.	6.

## PAYMENT POLICY

I give permission for GPL Network to debit my credit card for \$ \_\_\_\_\_

**Card Type:**  Mastercard  Visa

**Card Number:** \_\_\_\_\_

**Expiry Date:** \_\_\_\_\_ / \_\_\_\_\_

**Signature:** \_\_\_\_\_

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## PLEASE FAX YOUR COMPLETED FORM TO 07 5588 5122

### GPL Network Pty Ltd

Level 2, 1 Lawson Street, Southport QLD 4215

Ph: 07 5588 5100 Fax: 07 5588 5122

Email: info@gplnetwork.com

### TERMS AND CONDITIONS AND REFUND POLICY

#### *Engagement*

1. Thank you for accepting our offer to present the Online Training Services to you. By signing the Registration form, you agree that the Registration form together with these Terms and Conditions form a contract between you and us.

#### *Time and Place*

1. Your payment of the Investment to us entitles you to:
2. Attend the online Training Services; and
3. We may change the Business Coach, Day and/or Time for any reason by notifying you in writing of the change and detailing a substitute day and time.
4. We shall have no liability to you; and
5. You shall make no claim against us (including for a refund), in respect of the same.

#### *System Requirements*

PC-based attendees require Windows® 2000, XP Home, XP Pro, 2003 Server, Vista Mac® OS X 10.4 (Tiger®) or newer

#### *Investment and Payment*

1. You must pay to us in consideration of the Online Training Services:
2. The Investment Sum in one lump sum of the signing of the Registration form by you without set off, deduction or counterclaim; or
3. If we have agreed that you may pay by Installment, you must pay each Installment to us in full and without set off or deduction that Installment Sum on the Installment Payment Date.
4. Payments made under this agreement must be made by the means specifies in the Registration form.
5. If you should not pay to us an Installment Sum by the Installment Payment Date for that Sum then all monies owing by you to us shall become due
6. If Payments are owed to us they must be paid immediately without set off, deduction, counterclaim or any further demand. If payments are not made by the due dates, the ticket may be cancelled and no refund or credit will be given. If Payments are not made by the due date the Investment Sum may increase to the new price stipulated in the Registration form.

#### *Transferring Service*

In the event that you are unable to attend the online training you have booked and paid for, you are unable to transfer sessions to another day and time.

#### *Refunds*

- 1 We may cancel the Online Training Service for any reason by written notice to you. We will also refund you the Investment you actually paid to us within 10 days of giving you notice of cancellation. We shall have no further liability to you in respect of the cancellation.
2. Refund Policy – you acknowledge that you shall not be entitled to, and shall not claim a refund if you cancel your attendance or can't attend the online training on any given day. You further acknowledge that this is an essential term of this agreement on which we rely.

*What is the reason for this policy?*

From the date that you make the initial deposit or payment to attend an event, we begin planning for your attendance and incur costs accordingly, even up to twelve months before the event. Our refund policy reflects this, with the following explanations.

*What happens to my money if I don't turn up or cannot attend?*

If you don't attend one or any of the online sessions you will forfeit any money paid. Remember, we have already accounted for your attendance in our expenditure so it is not possible to either obtain a refund, or have the funds paid held in credit for another event.

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Thank you for your understanding, we look forward to welcoming you at the event you have chosen to attend.