Richards BUILDING SUPPLY®
Building relationships since 1978

Module 8: Cash Flow & Capital Control

Summary

Manage cash flow through forecasting, financing, and consistent billing systems.

Sections & Action Items

Forecast Revenue & Expenses

- Review seasonal trends
- Plan staffing and purchasing accordingly
- Identify peak and low periods

Offer Financing Options

- Provide flexible payment options
- Integrate financing into process
- Remove decision barriers

Improve Billing & Collections

- Tie billing to milestones
- Automate invoicing triggers
- Improve communication

Reflection Question

Where does cash slow down in your business today?

Next Steps

1. Review seasonal data
2. Add financing option
3. Automate one billing trigger

Module 8: Cash Flow & Capital Control Worksheet

How to Use: Answer quickly. Identify ONE improvement to act on.

Cash Flow Visibility

Do you forecast cash flow? ☐ Yes ☐ No

When is cash tight? __________

Score (1-5): ____

Financing Use

Do you offer financing? ☐ Yes ☐ No

Where do customers hesitate? __________

Score (1-5): ____

Billing Process

Are invoices triggered by job stages? ☐ Yes ☐ No

Where are delays? __________

Score (1-5): ____

30-Day Action

1 improvement: __________

Owner: ____ Deadline: ____